# Before Starting the CoC Application

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

The Collaborative Applicant is responsible for reviewing the following:

1. The FY 2019 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2019 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.
6. Questions marked with an asterisk (*), which are mandatory and require a response.

# 1A. Continuum of Care (CoC) Identification

## Instructions:

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**1A-1. CoC Name and Number:** NY-510 - Ithaca/Tompkins County CoC

**1A-2. Collaborative Applicant Name:** Human Services Coalition of Tompkins County, Inc.

**1A-3. CoC Designation:** CA

**1A-4. HMIS Lead:** Human Services Coalition of Tompkins County, Inc.

# 1B. Continuum of Care (CoC) Engagement

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**Warning! The CoC Application score could be affected if information is incomplete on this formlet.**

## 1B-1. CoC Meeting Participants.

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

| Organization/Person | Participates in CoC Meetings | Votes, including selecting CoC Board Members | Participates in Coordinated Entry System |
|---|---|---|---|
| **Local Government Staff/Officials** | Yes | Yes | No |
| **CDBG/HOME/ESG Entitlement Jurisdiction** | Yes | Yes | No |
| **Law Enforcement** | Yes | No | No |
| **Local Jail(s)** | Yes | Yes | Yes |
| **Hospital(s)** | Yes | No | No |
| **EMS/Crisis Response Team(s)** | Yes | Yes | Yes |
| **Mental Health Service Organizations** | Yes | Yes | Yes |
| **Substance Abuse Service Organizations** | Yes | Yes | No |
| **Affordable Housing Developer(s)** | Yes | Yes | Yes |
| **Disability Service Organizations** | Yes | Yes | No |
| **Disability Advocates** | Yes | No | No |
| **Public Housing Authorities** | Yes | Yes | Yes |
| **CoC Funded Youth Homeless Organizations** | Yes | Yes | Yes |
| **Non-CoC Funded Youth Homeless Organizations** | Yes | Yes | Yes |

| | | | |
|---|---|---|---|
| **Youth Advocates** | Yes | Yes | Yes |
| **School Administrators/Homeless Liaisons** | Yes | Yes | No |
| **CoC Funded Victim Service Providers** | Yes | Yes | Yes |
| **Non-CoC Funded Victim Service Providers** | Not Applicable | No | No |
| **Domestic Violence Advocates** | Yes | Yes | Yes |
| **Street Outreach Team(s)** | Yes | Yes | Yes |
| **Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates** | Yes | Yes | Yes |
| **LGBT Service Organizations** | Yes | No | No |
| **Agencies that serve survivors of human trafficking** | Yes | Yes | Yes |
| **Other homeless subpopulation advocates** | Yes | Yes | No |
| **Homeless or Formerly Homeless Persons** | Yes | Yes | No |
| **Mental Illness Advocates** | Yes | Yes | Yes |
| **Substance Abuse Advocates** | Yes | Yes | Yes |
| **Other:(limit 50 characters)** | | | |
| Faith Community | Yes | Yes | No |
| Veteran Service Providers | Yes | Yes | Yes |
| | | | |

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

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

1.The CoC is a robust group of individuals and agency representatives from a wide swatch of service providers who all share the goal of preventing and ending homelessness while striving to improve self sufficiency and other positive outcomes based on their agency missions.The CoC seeks at all times to foster innovative conversations and discuss fresh solutions to the difficult issue of homelessness.2.The CoC hosts bi-monthly Homeless and Housing Task Force (HHTF) meetings which act as the education and outreach arm of the CoC. HHTF are well attended by staff from local agencies and interested individuals including formerly homeless people. HHTF begin with updates from shelter providers including public housing, transitional, and permanent supportive housing providers as well as emergency needs providers. Following announcements the CoC hosts presenters that offer information on their program offerings, new funding sources, or frequently asked questions. HHTF are often used for professional networking and have been the locus of

collaborative work across agencies directed at tackling issues specific to homeless persons in our community.3.CoC meetings and HHTF often serve as a focus group with the intent of informing funding and other decisions regarding how to better serve our homeless population.For the past 3 years the CoC has been awarded a small pot of money through Tompkins County that any CoC agency is eligible to apply for. The priorities of that funding are set by the CoC and have previously included a pilot program that helped subsidize rental costs for very low income people as they waited for a Housing Choice Voucher, a flexible emergency fund for our Domestic Violence serving agency, and staffing for a youth homelessness program among important initiatives.4.All CoC meetings are in an accessible location with and meeting notes and other pertinent materials are available via email and in pdf format responsive to screen reader software.

**1B-2. Open Invitation for New Members.**

**Applicants must describe:**
**1. the invitation process;**
**2. how the CoC communicates the invitation process to solicit new members;**
**3. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats;**
**4. how often the CoC solicits new members; and**
**5. any special outreach the CoC conducted to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join the CoC.**
**(limit 2,000 characters)**

1.The CoC welcomes any individual or agency interested in preventing and ending homelessness. There are no dues or fees for membership, nor do interested parties have to submit an application to join. Any person who attends the CoC is eligible to vote if they attend at least two CoC meetings annually.2.The CoC posts a yearly open invitation on it's website in the fall and distributes the invitation via the 4,000+ member human services listserv in our area. The CoC coordinator meets regularly with a wide array of service providers, private citizens and community leaders and offers information about how to join the CoC and encourages people to join committees suited to their personal and professional interests.3.The public invitation to join the CoC is posted online and distributed through electronic channels including the CoC Website.The CoC website is responsive to screen reader technology. 4.CoC membership is rolling throughout the year. Formal invitations are posted twice yearly. Additionally the CoC coordinator extends personal invitations to individuals and organizations nearly monthly, including in-person asks, via the HSC listserv, and on social media.5.Starting in calendar year 2019 the CoC coordinator spent time in the drop-in center of the emergency shelter to better engage individuals experiencing homelessness and extend an open invitation to join the work of the CoC by attending meetings or contributing statements and ideas via the coordinator.Additionally the CoC in partnership with the shelter is launching an outsider art project with people experiencing homelessness with the theme of "Myths" that will hopefully be displayed publicly at our local library in the winter. These workshops are well attended by currently and formerly homeless individuals who are engaged in the work of changing the public narrative about homelessness by using the medium of art.

**1B-3. Public Notification for Proposals from Organizations Not Previously Funded.**

**Applicants must describe:**
**1. how the CoC notifies the public that it is accepting project application proposals, and that it is open to and will consider applications from organizations that have not previously received CoC Program funding, as well as the method in which proposals should be submitted;**
**2. the process the CoC uses to determine whether the project application will be included in the FY 2019 CoC Program Competition process;**
**3. the date(s) the CoC publicly announced it was open to proposal;**
**4. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats; and**
**5. if the CoC does not accept proposals from organizations that have not previously received CoC Program funding or did not announce it was open to proposals from non-CoC Program funded organizations, the applicant must state this fact in the response and provide the reason the CoC does not accept proposals from organizations that have not previously received CoC Program funding.**
**(limit 2,000 characters)**

1.The CoC notifies the public through a request for proposals that is posted on the CoC website as well as distributed through all CoC email groups including the mailing list from the Homeless and Housing Task Force and all sub-committees. The CoC also posts on the human services listserv which is widely used. The request for proposals clearly outlines what kind of projects are eligible for the funding including a comprehensive definition of the categories of homeless individuals that this funding can serve. The notice emphasizes that all proposals towards preventing and ending homelessness are encouraged and actively pursues new and innovative proposals from agencies who have not previously been funded. In FY2019 the CoC coordinator personally reached out to several new and relevant agencies to encourage them to apply for funding.
2.The request for proposals clearly outlines the threshold requirements to be considered as part of the collaborative application including a willingness to participate in coordinated entry and maintain a low threshold for entry as well as match requirements. The announcement states that all new and renewal applications are to be submitted through e-snaps.The Ranking and Review Committee reads and evaluates each application to determine if it meets these threshold requirements and ranks all projects that meet the minimum requirements.
3. The request for proposals was posted on the CoC website on 7/8/2019 and distributed it via email on 7/8/2019 and 8/06/2019
4.All materials distributed by the CoC regarding the program competition are available online and the CoC coordinator is also available to offer assistance to anyone who requests it via email, phone and in person.
5.The CoC welcomes and actively encourages agencies not previously funded to apply for funding. The CoC asserts that a diverse pool of well funded, motivated and inspired agencies would truly move the needle towards preventing and ending homelessness in our community.

# 1C. Continuum of Care (CoC) Coordination

## Instructions:

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## 1C-1. CoCs Coordination, Planning, and Operation of Projects.

**Applicants must select the appropriate response for each federal, state, local, private, other organizations, or program source the CoC included in the planning and operation of projects that serve individuals experiencing homelessness, families experiencing homelessness, unaccompanied youth experiencing homelessness, persons who are fleeing domestic violence, or persons at risk of homelessness.**

| Entities or Organizations the CoC coordinates planning and operation of projects | Coordinates with Planning and Operation of Projects |
|---|---|
| **Housing Opportunities for Persons with AIDS (HOPWA)** | Yes |
| **Temporary Assistance for Needy Families (TANF)** | Yes |
| **Runaway and Homeless Youth (RHY)** | Yes |
| **Head Start Program** | Yes |
| **Funding Collaboratives** | Yes |
| **Private Foundations** | Yes |
| **Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs** | Not Applicable |
| **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)** | |
| Victim Service Providers | Yes |

| | |
|---|---|
| Faith Community | Yes |

### 1C-2. CoC Consultation with ESG Program Recipients.

**Applicants must describe how the CoC:**
**1. consulted with ESG Program recipients in planning and allocating ESG funds;**
**2. participated in the evaluating and reporting performance of ESG Program recipients and subrecipients; and**
**3. ensured local homelessness information is communicated and addressed in the Consolidated Plan updates.**
**(limit 2,000 characters)**

1.The CoC actively consulted in the planning and allocation of ESG funding with Tompkins County Department of Social Services (TCDSS), the funding recipient. The CoC Chairs and Coordinator met in person with representatives from TCDSS to review and comment on their application as well as provided input about the specific programs the ESG funding would be allocated towards. The CoC provided a letter of support to TCDSS enthusiastically advocating for the approval of ESG funding and in support of all proposed activities.2.The CoC chairs and Governance Committee have access and are provided with the performance measures and statistical results for ESG-funded programs including numbers of individuals/families served/ numbers housed, and numbers who obtained permanent housing and remained in permanent housing six months after leaving the program. This information is also presented and discussed annually at CoC meetings. The CoC leadership reviews and approves proposals for ESG funding, ensuring that resources are directed to families with the greatest needs.3.The CoC regularly is called upon by the both the City of Ithaca (Consolidated Plan) and Tompkins County (Comprehensive Plan) to provide homelessness information including current statistics, trends, existing housing and support resources, and unmet needs, and suggestions/requests for policies and resources. Both plans contain goals to address homeless and affordable housing, living wage employment, mental health and substance abuse treatment and other areas critical to reducing homelessness. In addition, CoC members serve on multiple City and County committees that are involved in the development and evaluation of City and County plans, further ensuring that the voices and needs of the homeless are taken into consideration.

| | |
|---|---|
| **1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions.**<br><br>**Applicants must indicate whether the CoC provided Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area.** | Yes to both |
| **1C-2b. Providing Other Data to Consolidated Plan Jurisdictions.** | Yes |

**Applicants must indicate whether the CoC ensured local homelessness information is communicated to Consolidated Plan Jurisdictions within its geographic area so it can be addressed in Consolidated Plan updates.**

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

**Applicants must describe:**
**1. the CoC's protocols, including protocols for coordinated entry and the CoC's emergency transfer plan, that prioritize safety and incorporate trauma-informed, victim-centered services; and**
**2. how the CoC, through its coordinated entry, maximizes client choice for housing and services while ensuring safety and confidentiality.**
**(limit 2,000 characters)**

1.The Advocacy Center (AC), the only victim service provider in Tompkins County, has a philosophy of client led, empowerment based, trauma informed care that prioritizes client choice. The Housing Case Manager works with victims to assess housing needs and helps survivors understand available resources. Client confidentiality and safety is the highest priority. Only information that is necessary to obtain housing is shared with housing partners, and only with explicit client permission. Advocates work with each survivor to develop a client centered plan that may include temporary emergency confidential shelter, assistance through the Emergency Housing Flexible Fund to prevent homelessness, referrals to supportive housing resources, emergency transfer to another domestic violence program, and a wide range of social services and legal advocacy.
2.Clients receive information about the coordinated entry process and have the option of submitting their information confidentially. Advocates help survivors assess their safety and confidentiality needs and support informed decision making about information sharing and housing options. The Coordinated Assessment Team (CAT) has been trained in the needs of victims and AC staff were involved in developing the final process. The Advocacy Center actively participates in the CoC and victim safety and confidentiality are regularly addressed. Advocates work with housing agencies and property owners to place victims in housing that is safe and meets as many of their needs as possible, which can be a significant challenge in our tight rental market. Factors such as safety planning, transportation, employment, accessing social services and health services, childcare/schools and long-term sustainability are considered in planning. The Advocacy Center will keep survivors in their shelter as long as necessary to meet acceptable levels of safety and habitability if the initial housing offered does not meet these needs

### 1C-3a. Training–Best Practices in Serving DV Survivors.

**Applicants must describe how the CoC coordinates with victim services providers to provide training, at least on an annual basis, for:**
**1. CoC area project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in**

**serving survivors of domestic violence; and**
**2. Coordinated Entry staff that addresses safety and best practices (e.g., Trauma Informed Care) on safety and planning protocols in serving survivors of domestic violence.**
**(limit 2,000 characters)**

1.The Advocacy Center provides training on trauma informed response to domestic and sexual violence victims, identifying and responding to victims, safety planning, making effective referrals to victim services, impact on children and other related topics. In 2018 and 2019 the Advocacy Center has facilitated or participated in trainings for: Teen Parenting and Pregnancy Program, the Learning Web, Law New York staff, Department of Social Services Caseworkers and Child Protective Staff, Alcohol and Drug Council, REACH program, Homeless and Housing Task Force, and emergency shelter supervisors.
2.The Advocacy Center has been an integral agency in the development and implementation of the Coordinated Assessment System (CAT). Although the CoC utilizes a No Wrong Door approach, persons who identify as fleeing or seeking to flee domestic violence are immediately referred to the Advocacy Center for assessment as well as access to additional resources. Incorporated in the training for all agencies participating in the CAT system is a trauma informed response to domestic and sexual violence, and safety planning. CAT agencies are required to participate in annual trainings on the system, including best practices and making effective referrals for DV victims. The Advocacy Center, as a core CAT agency, develops the annual trainings. At monthly CAT meetings, participating agencies have opportunities to discuss clients who identify as victims/survivors and coordinate with the AC to identify best housing and resource options, as long as clients have proper releases on file. Monthly CAT meetings also provide the CAT team with an opportunity to improve processes based on feedback from providers, including the safety planning and effective referrals for DV victims

## 1C-3b. Domestic Violence–Community Need Data.

**Applicants must describe how the CoC uses de-identified aggregate data from a comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking.**
**(limit 2,000 characters)**

The Advocacy Center transitioned from paper files to Empower DB, a customized victim services database that is HMIS compatible in July 2018. Current de-identified aggregate data was provided from Advocacy Center to the CoC regarding services, community needs, shelter use and housing needs of victims. The Advocacy Center saw a sharp increase in demand for services across most programs in 2017 and those increases were sustained through 2018. Compared to 2017 there was a 13% overall increase in clients served by the agency and a 34% increase in calls to our domestic violence hotline. The agency saw a 30% increase in calls from victims seeking domestic violence services, as compared to the previous year.

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

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

| Public Housing Agency Name | % New Admissions into Public Housing and Housing Choice Voucher Program during FY 2018 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., Moving On |
|---|---|---|---|
| Ithaca Housing Authority | 18.00% | No | No |
| NYS Home and Community Renewal | 3.00% | No | No |

## 1C-4a. PHAs' Written Policies on Homeless Admission Preferences.

**Applicants must:**
**1. provide the steps the CoC has taken, with the two largest PHAs within the CoC's geographic area or the two PHAs the CoC has working relationships with, to adopt a homeless admission preference–if the CoC only has one PHA within its geographic area, applicants may respond for one; or**
**2. state that the CoC does not work with the PHAs in its geographic area. (limit 2,000 characters)**

1.The CoC has strong working relationships with staff and directors at both public housing agencies. Ithaca Housing Authority (IHA) partnered with the CoC in an MOU to refer eligible candidates from the coordinated entry list for their Family Unification Program vouchers. IHA attends CoC meetings. There has been ongoing dialogue both in person and via email about establishing a homeless preference for Ithaca Housing Authority but to-date that preference has not been put in place. IHA maintains a local and a family preference for both their public housing units and their HCV program. While they do not explicitly outline a limited or general homeless preference they do serve individuals experiencing homelessness.The CoC will continue to engage IHA in the important conversation about adopting a homeless preference. Tompkins Community Action (TCAction) is an integral part of the work of the CoC. They are the largest provider of PSH in our County and provide essential wrap-around services to the areas moderate, low, and extremely low income individuals and families including administration of the Head Start program, energy and weatherization services, operation of a food pantry and other essential programs. They are also the administrator of NY State Homes and Community funded Housing Choice Vouchers and Tenant Based Rental Assistance vouchers, as well as the Office of Temporary Disability Assistance funded Solutions To End Homelessness Program in the capacity of homeless prevention services. TCAction attends CoC meetings and sits on the Governance and Coordinated Assessment, and Strategic Planning Committees. They regularly reach out to the CoC to partner and seek guidance on initiatives. Although they do not have a stated homeless preference it is clear in the work they are doing in our community that they are dedicated to the goal of both preventing and ending homelessness. The CoC will continue to encourage a formal adoption of homeless preference for TCAction.

### 1C-4b. Moving On Strategy with Affordable Housing Providers.

**Applicants must indicate whether the CoC has a Moving On Strategy with affordable housing providers in its jurisdiction.**

No

### 1C-5. Protecting Against Discrimination.

**Applicants must describe the actions the CoC has taken to address all forms of discrimination, such as discrimination based on any protected classes under the Fair Housing Act and 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing.**
**(limit 2,000 characters)**

1. The CoC actively disseminates information via our website, social media and in face-to-face meetings related to fair housing policy and discrimination. In late April of this year New York State announced that Source-of-Income would become a protected class under the Fair Housing Act. This was a decision that was supported by the CoC. Following the announcement of this change the CoC began educating the general public, agency staff, landlords and tenants about this change in the law. The CoC worked with CNY Fair Housing and the Office of Human Rights to ensure that information about this new fair housing protection was widely disseminated throughout our region. In late 2017 the CoC provided community wide trainings about the Equal Access Final Rule as well as the Gender Identity Final Rule. Additionally the CoC and it's participating entities are committed to challenge any and all forms of discrimination in our community and regularly discuss how to make all programs as accessible as possible.

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

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

| | |
|---|---|
| **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 address discrimination based on any protected class under the Fair Housing Act?** | Yes |
| **3. Did the CoC conduct annual training on how to effectively address discrimination based on any protected class under 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing?** | Yes |

### *1C-6. Criminalization of Homelessness.

**Applicants must select all that apply that describe the strategies the CoC implemented to prevent the criminalization of homelessness in the CoC's geographic area.**

| | |
|---|---|
| **1. Engaged/educated local policymakers:** | |

| | |
|---|---|
| | X |
| **2. Engaged/educated law enforcement:** | X |
| **3. Engaged/educated local business leaders:** | X |
| **4. Implemented communitywide plans:** | X |
| **5. No strategies have been implemented:** | |
| **6. Other:(limit 50 characters)** | |
| Ban the Box | X |
| | |
| | |

### 1C-7. Centralized or Coordinated Assessment System. Attachment Required.

**Applicants must:**
**1. demonstrate the coordinated entry system covers the entire CoC geographic area;**
**2. demonstrate the coordinated entry system reaches people who are least likely to apply for homelessness assistance in the absence of special outreach; and**
**3. demonstrate the assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner. (limit 2,000 characters)**

1.The Coordinated assessment system in our region has a “no wrong door approach” and more than 20 agencies participate in coordinated entry screening and referral process. Additionally the CoC utilizes our 211 Call Center for screening and referrals. 211 is staffed 24/7 and serves the full County. In 2020 the CoC will be training staff in the most rural areas at locations such as community centers, food pantries and libraries to perform Coordinated Assessment.2. Agencies that are currently trained in Coordinated Entry include the full range of providers ranging from early childhood agencies, youth service providers, and an array of family and adult serving agencies including food pantries, justice system representatives, harm reduction and substance use treatment serving agencies, imminent needs providers, our local hot meals site, the faith communities and others. These agencies serve diverse populations, with varied needs and have already established a baseline of trust with their participants.These agencies can unobtrusively perform the screening in the course of their other involvement with their participants thus increasing involvement from people who would otherwise not be reached through traditional homeless outreach services.3. The tool that the CoC uses for screening is a modified VI-SPAT tool which produces a vulnerability score based on factors including veteran status, length of time homeless, disabling conditions including mental health and substance use disorder, criminal justice

and foster system involvement. Individuals with the highest vulnerability are prioritized as referrals to permanent supportive housing and our transitional youth serving projects. This prioritization ensures that the people most in need of housing assistance are at the top of the list when there is an appropriate opening in PSH. The list is case-conferenced monthly by the CAT committee to ensure updated information and capture any changes in vulnerability.

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

## Instructions:

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### 1D-1. Discharge Planning Coordination.

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

| | |
|---|---|
| **Foster Care:** | X |
| **Health Care:** | X |
| **Mental Health Care:** | X |
| **Correctional Facilities:** | X |
| **None:** | |

# 1E. Local CoC Competition

## Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
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## *1E-1. Local CoC Competition–Announcement, Established Deadline, Applicant Notifications. Attachments Required.

**Applicants must indicate whether the CoC:**

| | |
|---|---|
| **1. informed project applicants in its local competition announcement about point values or other ranking criteria the CoC would use to rank projects on the CoC Project Listings for submission to HUD for the FY 2019 CoC Program Competition;** | Yes |
| **2. established a local competition deadline, and posted publicly, for project applications that was no later than 30 days before the FY 2019 CoC Program Competition Application submission deadline;** | Yes |
| **3. notified applicants that their project application(s) were being rejected or reduced, in writing along with the reason for the decision, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline; and** | Yes |
| **4. notified applicants that their project applications were accepted and ranked on the CoC Priority Listing in writing, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline.** | Yes |

## 1E-2. Project Review and Ranking–Objective Criteria.

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

| | |
|---|---|
| **1. Used objective criteria to review and rank projects for funding (e.g., cost effectiveness of the project, performance data, type of population served);** | Yes |
| **2. Included one factor related to improving system performance (e.g., exits to permanent housing (PH) destinations, retention of PH, length of time homeless, returns to homelessness, job/income growth, etc.); and** | Yes |
| **3. Included a specific method for evaluating projects submitted by victim services providers that utilized data generated from a comparable database and evaluated these projects on the degree they improve safety for the population served.** | Yes |

## 1E-3. Project Review and Ranking–Severity of Needs and Vulnerabilities.

**Applicants must describe:**
**1. the specific severity of needs and vulnerabilities the CoC considered when reviewing and ranking projects; and**
**2. how the CoC takes severity of needs and vulnerabilities into account when reviewing and ranking projects.**
**(limit 2,000 characters)**

1.NY-510 is dedicated to preventing and ending homelessness. Identifying and providing the best housing options for vulnerable populations is the goal of the ranking process, as well as ensuring CoC-funded projects are serving populations with the most severe service needs. Based on data collected through the HMIS, Coordinated Assessment (CAT) and local data sources. The coordinated entry list revealed a larger than average number of youth in need of housing support. The CoC determined that the populations with the highest severity of needs include chronic homelessness, current or past substance abuse, diagnosed mental health disorders, and individuals with a history of victimization, including survivors of domestic violence. This year an especially strong emphasis has been placed on youth experiencing homelessness as we assert that early intervention and support coupled with housing can alter the trajectory of a person's life and prevent future episodes of homelessness or becoming chronically homeless.2.The CoC used APR data from renewal projects to determine if they were in fact serving high-need populations, and scored projects objectively according to their performance. The CoC also examined utilization rates for existing projects, as well as the cost per unit for each project applicant. The CoC is requesting an expansion for Amici House to better support this important PSH for youth. Since most projects in the CoC ranking have adopted a Housing First approach, and are required to enroll participants objectively based on vulnerability, the CoC has seen a higher rate of program exits from PSH. Although this may have an adverse effect on overall system performance, the CoC understands the need for these projects to continue to operate under this approach.The CoC carefully re-examines the severity of needs and vulnerabilities annually to guarantee effective prioritization and allocation of resources to reflect the needs of our most vulnerable community members.

## 1E-4. Public Postings–CoC Consolidated Application. Attachment Required.

**Applicants must:**
**1. indicate how the CoC made public the review and ranking process the CoC used for all project applications; or**
**2. check 6 if the CoC did not make public the review and ranking process; and**
**3. indicate how the CoC made public the CoC Consolidated Application–including the CoC Application and CoC Priority Listing that includes all project applications accepted and ranked or rejected–which HUD required CoCs to post to their websites, or partners websites, at least 2 days before the FY 2019 CoC Program Competition application submission deadline; or**
**4. check 6 if the CoC did not make public the CoC Consolidated Application.**

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

## 1E-5. Reallocation between FY 2015 and FY 2018.

**Applicants must report the percentage of the CoC's ARD that was reallocated between the FY 2015 and FY 2018 CoC Program Competitions.**

**Reallocation:** 13%

## 1E-5a. Reallocation–CoC Review of Performance of Existing Projects.

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

1.The written process for reallocation is posted online and available to renewal and new applicants throughout the year. The process outlines the reasons for reallocation such as a project declining to renew their funding, a renewal project adjusting their budget to reflect a lower amount or low performance. Under-performing projects are defined as those who have low utilization rates, do not participate in coordinated assessment and entry, those not serving a CoC identified target population, misuse, or nonuse of federal funds and projects whose design or operation has a negative impact on system performance and the overall score of the CoC.2.The CoC approved our reallocation process 11/06/2018 3.The reallocation process is posted year round on the CoC website. Additionally the CoC coordinator communicated the reallocation process to projects during the site visit process.4.In FY2019 the lowest

performing project was a first year renewal and ineligible for reallocation. It was deemed to be the lowest performance based on the projected cost per participant in the project and the low numbers of people able to be served by the project.5. The CoC considers the scope of all applications when determining whether or not to reallocate including the quality of any new project applications, impact on system performance, and cost-effectiveness.

# DV Bonus

## Instructions

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

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

**Warning! The CoC Application score could be affected if information is incomplete on this formlet.**

## 1F-1 DV Bonus Projects.

**Applicants must indicate whether the CoC is requesting DV Bonus projects which are included on the CoC Priority Listing:** No

| Applicant Name | DUNS Number |
|---|---|
| This list contains no items | |

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

## Intructions:

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

Resources:
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**2A-1. HMIS Vendor Identification.** Eccovia Solutions

**Applicants must review the HMIS software vendor name brought forward from FY 2018 CoC Application and update the information if there was a change.**

### 2A-2. Bed Coverage Rate Using HIC and HMIS Data.

**Using 2019 HIC and HMIS data, applicants must report by project type:**

| Project Type | Total Number of Beds in 2019 HIC | Total Beds Dedicated for DV in 2019 HIC | Total Number of 2019 HIC Beds in HMIS | HMIS Bed Coverage Rate |
|---|---|---|---|---|
| **Emergency Shelter (ES) beds** | 149 | 9 | 140 | 100.00% |
| **Safe Haven (SH) beds** | 0 | 0 | 0 | |
| **Transitional Housing (TH) beds** | 23 | 0 | 23 | 100.00% |
| **Rapid Re-Housing (RRH) beds** | 27 | 0 | 27 | 100.00% |
| **Permanent Supportive Housing (PSH) beds** | 83 | 0 | 83 | 100.00% |
| **Other Permanent Housing (OPH) beds** | 28 | 0 | 0 | 0.00% |

### 2A-2a. Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-2.

**For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-2., applicants must describe:**

**1. steps the CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and**
**2. how the CoC will implement the steps described to increase bed coverage to at least 85 percent.**
**(limit 2,000 characters)**

1.The only category for which we do not have 100% coverage in HMIS is OPH. This is due to 2 OPH projects who have been hesitant to participate in HMIS citing a lack of staff time for data entry and other concerns related to their organizational capacity. In 2019 NY-510 is changing HMIS providers and we will be offering licences at no cost to participating agencies as well as rigorous training in the front-end and administrative functions of the new HMIS. The CoC coordinator and HMIS lead has also offered to perform the data entry tasks on behalf of the projects to ease the staff-time burdon from the agencies. The CoC has reached out to these OPH providers to gauge their interest in committing to entering data into HMIS. Those offers were well received and conversations are on-going.
2.In the next 12 months the CoC will continue to make offers to assist the OPH providers in joining the rest of the CoC in using our new HMIS. The CoC is confident that these offers and encouragement will convince the providers to participate in HMIS as early as January 2020.

### *2A-3. Longitudinal System Analysis (LSA) Submission.

| | |
|---|---|
| **Applicants must indicate whether the CoC submitted its LSA data to HUD in HDX 2.0.** | Yes |

### *2A-4. HIC HDX Submission Date.

| | |
|---|---|
| **Applicants must enter the date the CoC submitted the 2019 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX). (mm/dd/yyyy)** | 04/30/2019 |

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

## Instructions:

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

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at: https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
The FY 2019 CoC Program Competition Notice of Funding Availability at: https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices

**Warning! The CoC Application score could be affected if information is incomplete on this formlet.**

| | |
|---|---|
| **2B-1. PIT Count Date. Applicants must enter the date the CoC conducted its 2019 PIT count (mm/dd/yyyy).** | 01/28/2019 |
| **2B-2. PIT Count Data–HDX Submission Date. Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).** | 04/30/2019 |

**2B-3. Sheltered PIT Count–Change in Implementation.**

**Applicants must describe:**
**1. any changes in the sheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and**
**2. how the changes affected the CoC's sheltered PIT count results; or**
**3. state "Not Applicable" if there were no changes.**
**(limit 2,000 characters)**

1.The sheltered PIT count methodology remained similar to previous years but included a significant increase in communication between the CoC and shelter providers about data quality. The CoC focused their education to shelter providers on increasing data quality overall but especially regarding sub-population and demographic data elements. In an effort to get the best possible data the CoC coordinator crosschecked all of the information they submitted including census counts with HMIS to correct any possible duplication or account for missed household or dependents.2.The increased attention to detail in the sheltered PIT count resulted in reporting larger than average numbers in

the PIT.

***2B-4. Sheltered PIT Count–Changes Due to Presidentially-declared Disaster.**

| | |
|---|---|
| **Applicants must select whether the CoC added or removed emergency shelter, transitional housing, or Safe-Haven inventory because of funding specific to a Presidentially-declared disaster, resulting in a change to the CoC's 2019 sheltered PIT count.** | No |

**2B-5. Unsheltered PIT Count–Changes in Implementation.**

**Applicants must describe:**
**1. any changes in the unsheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and**
**2. how the changes affected the CoC's unsheltered PIT count results; or**
**3. state "Not Applicable" if there were no changes.**
**(limit 2,000 characters)**

1. In 2019 the CoC was unable to conduct an official unsheltered PIT count due to a lack of staff resources as the scheduled PIT count occurred during a time of transition to a new emergency shelter provider and vacancy in the CoC coordinator position. These two offices organize and lead the PIT count. The sheltered PIT count is much higher than prior year's due to New York State's code blue requires that anyone reporting that they are without adequate shelter be placed immediately in emergency shelter.This is reflected in our sheltered point in time count. The CoC did conduct an modified unsheltered count on 1/28/2019 which included outreach into our local homeless encampment and other known locations of unsheltered folks. This count yielded 11 individuals but was not considered official because it didn't cover the entire region or follow our CoC approved methodology.2.This is not an ongoing change in methodology and the CoC plans to return to our normal methodology for the 2020 PIT count which includes law enforcement ride-alongs, a large volunteer effort, street outreach teams, and a County wide collaboration of service providers.

***2B-6. PIT Count–Identifying Youth Experiencing Homelessness.**

**Applicants must:**

| | |
|---|---|
| **Indicate whether the CoC implemented specific measures to identify youth experiencing homelessness in their 2019 PIT count.** | No |

## 2B-7. PIT Count–Improvements to Implementation.

**Applicants must describe the CoC's actions implemented in its 2019 PIT count to better count:**
**1. individuals and families experiencing chronic homelessness;**
**2. families with children experiencing homelessness; and**
**3. Veterans experiencing homelessness.**
**(limit 2,000 characters)**

1. The CoC implemented actions to better count sub-populations in its sheltered count by offering increased collaboration and communication with service providers including those who are non CoC funded. The CoC coordinator reached out individually to leadership at all homeless serving projects in the region to ensure a common understanding of the definition of chronic homelessness. This education resulted in providers being better able to identify and count households who fall into the category of chronic homeless and improved data quality overall for the documentation of CH.
2 The NYS Code Blue law makes shelter a right to any person who reports that they are without adequate shelter if the temperature is below 32 degrees including windchill. This legislation makes it very rare to find families with children un-sheltered during the winter months. The CoC made concerted efforts with ES providers to ensure that all members of a family were included in their sheltered PIT count including dependents.
3.During the 2019 PIT count all housing providers were asked to specifically double check the veteran status of participants to ensure that veterans were being counted effectively.

# 3A. Continuum of Care (CoC) System Performance

## Instructions

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

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**Warning! The CoC Application score could be affected if information is incomplete on this formlet.**

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

**Applicants must:**

| | |
|---|---|
| **Report the Number of First Time Homeless as Reported in HDX.** | 442 |

### 3A-1a. First Time Homeless Risk Factors.

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

1.The process the CoC has developed to identify risk factors includes analyzing local data including housing market conditions, HMIS data, factors about persons on the coordinated assessment wait list, and ongoing community discussions Our area has a profound lack of safe, affordable housing. One of the major risk factors the CoC has identified is the cost and quality of available rental housing. In the City of Ithaca just under 60% of households are considered rent burdened and 43% of households are paying 50% or more of their income to pay their rent. FMR for a 2 bedroom in our region is currently $1,135/Month. The AMI is high in our region and the affordable housing projects serve people in the 30%-80% range of AMI, leaving those in the 0%-30% AMI

range with very limited options The issue of affordable housing is further complicated due to our community being home to 30,000 college students who occupy a large portion of our rental housing stock. The high cost of rental housing is the most commonly reported factor to becoming homeless for the first time in our area. 2.The CoC strategy to address individuals and families experiencing homelessness for the first time is to promote diversion opportunities. TCA is a sub-recipient of a NYS Solutions to End Homelessness Program Grant and work with households who are under 30% AMI to subsidize the cost of their rental for one year, the program has a step down model with 100% of rental costs being paid for 3 months. This program is linked with wrap around services and is designed to act as safety net to prevent eviction. Additionally, the County recently funded an early intervention eviction prevention position at LawNY who is tasked with assisting people who are very low or no income and at risk of losing their housing. 3. TCDSS special services division coordinator, TCA housing services director and LawNy are responsible for reducing the number of people experiencing homelessness for the first time.

## *3A-2. Length of Time Homeless as Reported in HDX.

**Applicants must:**

| | |
|---|---|
| **Report Average Length of Time Individuals and Persons in Families Remained Homeless as Reported in HDX.** | 59 |

## 3A-2a. Strategy to Reduce Length of Time Homeless.

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

1.The CoC deploys several strategies to reduce the length of time people stay homeless including increasing the supply of affordable housing, expanding rapid rehousing and reallocating ARD to new PSH projects, ensuring that all CoC funded projects maintain a low barrier policy, and working closely with non-CoC funded affordable housing projects to increase the amount of people experiencing homeless they rent to. The CoC offers strong support and data to agencies who are applying for non CoC funding such as NYS Empire State Supportive Housing Initiative. 2.The CoC identifies those with the longest length of time homeless by closely monitoring HMIS data as well as the coordinated entry list. Individuals who have the longest lengths of time homeless are prioritized for entry into available permanent supportive housing projects or to Tompkins Community Action for a tenant based rental assistance voucher.3.The chair of the Coordinated Assessment Team and the CoC coordinator are both responsible to overseeing reducing the length of time individuals remain homeless.

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

**Applicants must:**

| | Percentage |
|---|---|
| 1. Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations as reported in HDX. | 46% |
| 2. Report the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX. | 88% |

## 3A-3a. Exits to Permanent Housing Destinations/Retention of Permanent Housing.

**Applicants must:**
**1. describe the CoC's strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;**
**2. provide the organization name or position title responsible for overseeing the CoC's strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;**
**3. describe the CoC's strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations; and**
**4. provide the organization name or position title responsible for overseeing the CoC's strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations.**
**(limit 2,000 characters)**

1.The CoC's current strategies to increase the rate at which households exit to permanent destinations is to quickly connect the most vulnerable household to permanent supportive housing programs through effective and efficient use of coordinated entry. The CoC also attempts to refer clients to subsidies available through non CoC funded programs such as Tenant Based Rental Assistance and monitors people on the coordinated entry list to ensure that they those who are eligible have current applications on file with HCV and public housing providers. The CoC is digently working to engage local landlords via education and outreach in an effort to expand permanent housing options for households.2.The Coordinated Assessment Committee and the CoC coordinator are responsible for overseeing this process.3.The CoC strategy to increase the rate at which those already in permanent housing destinations retain their housing or exit to permanent housing is to support the PSH providers in providing holistic, wrap-around services and linkages including education and employment supports, maintaining mainstream benefits, transportation assistance, and life skills training. In FY2019 the CoC awarded 2 agencies with County funding both of whom aim to better support folks in retaining permanent housing. The first is a mental health advocate position

housed in the emergency shelter who checks-in with households for up to 6 months after they leave the shelter and move in to permanent housing. This position acts as a community support for people who have experienced chronic homelessness and have a mental health diagnoses. Additionally, the CoC funded increased hours of legal services available to people who have recently transitioned out of homelessness. The position is housed at LawNY is helping folks navigate legal dialog with their landlords regarding leases, and eviction prevention. 4. PSH provider directors the CoC governance committee are responsible for this task.

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

**Applicants must:**

| | Percentage |
|---|---|
| **1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.** | 6% |
| **2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.** | 13% |

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

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

1.The CoC identifies household who have returned to homelessness through careful monitoring of HMIS and the Coordinated Entry list. Monthly case conferencing regarding folks on the coordinated assessment list has increased the CoC's ability to quickly respond when a formerly homeless household returns to homelessness. The case conferencing process assists the CoC in referring individuals to necessary mainstream benefits and other wrap-around services to better support people who return to homelessness. 2.The CoC aims to reduce the rate at which people return to homelessness through offering a more holistic and person centered service approach to formerly homeless people. NY-510 strives to keep people housed by ensuring their individual needs are being met including healthcare, behavioral health and substance abuse, shallow subsidies to prevent utility shut-offs and providing several paths to education or employment services. The CoC also strongly supports increasing the stock of affordable housing as well as supports the adoption of minimum standards of habitability that goes beyond code regulations to include health and safety measures. Many people who return to homelessness in our area cite substandard housing as their reason for losing their housing.3. CoC governance committee and the Coordinated Assessment team are responsible for this strategy.

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

**Applicants must:**

| | Percentage |
|---|---|
| **1. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their employment income from entry to exit as reported in HDX.** | 19% |
| **2. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their non-employment cash income from entry to exit as reported in HDX.** | 15% |

## 3A-5a. Increasing Employment Income.

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

NY-510 aims to quickly connect all who are able to appropriate employment services to increase employment income. The CoC uses existing relationships with employment agencies that offer a range of services to accomodate client needs such as pre-vocational classes, subsidized employment opportunities, and traditional employment.2. The CoC works to reduce barriers to employment such as transportation, resumes, job readiness items including appropriate clothing and valid ID through strategic community partnerships.3. The CoC via TCDSS has a formal partnership with Challenge industries an agency which provides jobs and training to people who are getting public assistance income. 3. NY-510 member agencies include Workforce development, Tompkins County Mental Health, and Catholic Charities all of whom have on-site employment service specialists. Additionally TCA and LW both employ on-site employment specialists who provide tailored, personal assistance to clients in their PSH or TH housing programs. TCDSS and CoC governance committee are responsible for overseeing this strategy.

## 3A-5b. Increasing Non-employment Cash Income.

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

1. The CoC aims to increase non-employment cash income through re-

energizing our SOAR intititiave by recruiting additional providers to participate in submitting SOAR applications for their participants. The CoC is in the process of linking direct client referrals to agencies who submit SOAR applications through our coordinated assessment process. The CoC asserts that this will result in households who may not know that they could be eligible for SSDI to be offered a path to increased non-cash income. 2. The CoC works closely with TCDSS to ensure that eligible recipients of TANF SNAP, HEAP and other mainstream sources of non-employment income are utilizing their benefits. The Community outreach worker regularly attends DSS appointments with folks and assists households in both getting their benefits for the first time as well as maintaining their ongoing assistance through TCDSS. The Community Outreach Worker and LAwNY also work diligently with people who are sanctioned from TCDSS benefits to restore their benefits and provide guidance about how to stay in compliance for ongoing services.
3.The Coordinated Assessment Committee and the Community Outreach Worker are responsible for this strategy

### 3A-5c. Increasing Employment. Attachment Required.

**Applicants must describe how the CoC:**
**1. promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and**
**2. is working with public and private organizations to provide meaningful, education and training, on-the-job training, internship, and employment opportunities for residents of permanent supportive housing that further their recovery and well-being.**
**(limit 2,000 characters)**

The CoC often shares program information including promotional messaging about hiring events and training opportunities as announcements and updates through CoC communication channels including the in person meetings, flyers, on the CoC website and through the Human Services Listserv. In 2019 the CoC promoted a "ban the box" job fair aimed at those who were formerly incarcerated and several job fairs which offered opportunities for employment at our local colleges and university.2. NY-510 is working to strengthen our relationships with the greater community especially the higher education systems in our area to increase opportunities for meaningful job training, internship and employment opportunities. Residents of PSH programs are given information and opportunities to attend a diverse range of programs centered around education and training, notably a program targeted at people returning from incarceration that offers college prep classes at no cost.

### 3A-5d. Promoting Employment, Volunteerism, and Community Service.

**Applicants must select all the steps the CoC has taken to promote employment, volunteerism and community service among people experiencing homelessness in the CoC's geographic area:**

| | |
|---|---|
| **1. The CoC trains provider organization staff on connecting program participants and people experiencing homelessness with education and job training opportunities.** | ☐ |

| | |
|---|---|
| **2. The CoC trains provider organization staff on facilitating informal employment opportunities for program participants and people experiencing homelessness (e.g., babysitting, housekeeping, food delivery).** | ☐ |
| **3. The CoC trains provider organization staff on connecting program participants with formal employment opportunities.** | ☐ |
| **4. The CoC trains provider organization staff on volunteer opportunities for program participants and people experiencing homelessness.** | ☐ |
| **5. The CoC works with organizations to create volunteer opportunities for program participants.** | ☐ |
| **6. The CoC works with community organizations to create opportunities for civic participation for people experiencing homelessness (e.g., townhall forums, meeting with public officials).** | ☐ |
| **7. Provider organizations within the CoC have incentives for employment.** | ☐ |
| **8. The CoC trains provider organization staff on helping program participants budget and maximize their income to maintain stability in permanent housing.** | ☐ |

**3A-6. System Performance Measures Data–HDX Submission Date** 05/30/2019

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

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

## Instructions

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

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at: https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
The FY 2019 CoC Program Competition Notice of Funding Availability at: https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices

**Warning! The CoC Application score could be affected if information is incomplete on this formlet.**

## 3B-1. Prioritizing Households with Children.

**Applicants must check each factor the CoC currently uses to prioritize households with children for assistance during FY 2019.**

| | |
|---|---|
| **1. History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse)** | X |
| **2. Number of previous homeless episodes** | X |
| **3. Unsheltered homelessness** | X |
| **4. Criminal History** | X |
| **5. Bad credit or rental history** | |
| **6. Head of Household with Mental/Physical Disability** | X |

## 3B-1a. Rapid Rehousing of Families with Children.

**Applicants must:**
**1. describe how the CoC currently rehouses every household of families with children within 30 days of becoming homeless that addresses both housing and service needs;**
**2. describe how the CoC addresses both housing and service needs to ensure families with children successfully maintain their housing once**

**assistance ends; and**
**3. provide the organization name or position title responsible for overseeing the CoC's strategy to rapidly rehouse families with children within 30 days of them becoming homeless.**
**(limit 2,000 characters)**

1.Families entering emergency shelter are given the CAT Assessment tool and based on score, are immediately prioritized for openings in permanent supportive housing. Families are assisted in applying for public housing, subsidized low income rental units,and specialized programs that provide rental subsidies quickly. Rapid Re-Housing pays for 100% for the first 3 months of rent and security deposit, with the subsidy decreasing by 25% at 3-month intervals, allowing families to move into housing quickly, with time to secure employment/ increase earnings/obtain benefits in order to maintain housing long-term. CoC member agencies have strong relationships with local landlords that help open opportunities for families who otherwise because of poor rental history and/or credit scores would be unable to find housing.The CoC works closely with LawNY to assist families to address prior convictions or other legal/fiscal issues that can be a barrier to accessing housing.2.All CoC members receiving ESG, OTDA, or HUD funding to address homelessness utilize a holistic approach in working with families that includes case management, referral and support to access benefits, apply for HCV or other programs to provide long-term housing assistance, accessing mental health, substance abuse and/or medical treatment for all family members, and other support services such as vocation training or budgeting that are necessary for obtaining and maintaining housing. Monthly case conferencing meetings provide a forum for COC member agencies to coordinate resources to assist families to obtain the resources and supports they need. Also, CoC agencies provide ongoing support to both families and landlords in addressing and resolving problems that could lead to eviction.3.Tompkins County Department of Social Services provides Rapid Rehousing for homeless families in Tompkins County.The Division Coordinator for Special Services, is responsible for overseeing these services.

## 3B-1b. Antidiscrimination Policies.

**Applicants must check all that apply that describe actions the CoC is taking to ensure providers (including emergency shelter, transitional housing, and permanent housing (PSH and RRH)) within the CoC adhere to antidiscrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on any protected classes under the Fair Housing Act, and consistent with 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing.**

| | |
|---|---|
| **1. CoC conducts mandatory training for all CoC- and ESG-funded housing and services providers on these topics.** | X |
| **2. CoC conducts optional training for all CoC- and ESG-funded housing and service providers on these topics.** | X |
| **3. CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.** | X |

| | |
|---|---|
| **4. CoC has worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within the CoC geographic area that might be out of compliance and has taken steps to work directly with those facilities to come into compliance.** | |

## 3B-1c. Unaccompanied Youth Experiencing Homelessness–Addressing Needs.

**Applicants must indicate whether the CoC's strategy to address the unique needs of unaccompanied youth experiencing homelessness who are 24 years of age and younger includes the following:**

| | |
|---|---|
| **1. Unsheltered homelessness** | Yes |
| **2. Human trafficking and other forms of exploitation** | Yes |
| **3. LGBT youth homelessness** | Yes |
| **4. Exits from foster care into homelessness** | Yes |
| **5. Family reunification and community engagement** | Yes |
| **6. Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs** | Yes |

## 3B-1c.1. Unaccompanied Youth Experiencing Homelessness–Prioritization Based on Needs.

**Applicants must check all that apply that describes the CoC's current strategy to prioritize unaccompanied youth based on their needs.**

| | |
|---|---|
| **1. History of, or Vulnerability to, Victimization (e.g., domestic violence, sexual assault, childhood abuse)** | X |
| **2. Number of Previous Homeless Episodes** | X |
| **3. Unsheltered Homelessness** | X |
| **4. Criminal History** | X |
| **5. Bad Credit or Rental History** | |

## 3B-1d. Youth Experiencing Homelessness–Housing and Services Strategies.

**Applicants must describe how the CoC increased availability of housing and services for:**
**1. all youth experiencing homelessness, including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive; and**
**2. youth experiencing unsheltered homelessness including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive.**
**(limit 3,000 characters)**

1.Throughout 2018-2019 the CoC has placed a strong emphasis on increasing availability of housing for youth. In February of 2019 a new PSH project for youth, TCA's Amici House opened and welcomed 26 youth. The Amici House project co-locates housing with a head-start program which all of the children in the project are eligible to attend. Amici house provides robust wrap-around services including access to the gamut of mainstream benefits, education support in the form of GED/TASC classes, a food pantry, and a large meeting space where residents can congregate and discuss community issues. Additionally, in early 2019 NY-510 had the opportunity to participate in the HUD sponsored 100 Day Challenge to End Youth Homelessness. Throughout the Challenge the CoC was encouraged to consider “out of the box” ideas to better serve youth. These ideas included exploring shared housing solutions, training and supporting youth with lived experience to act as peer advocates, and increasing circles of support for youth experiencing homelessness through a youth identified, non-agency affiliated, “sponsor” to support youth in navigating the complicated systems involved in housing services. The CoC strives to have active, compensated and involved young people in all discussions about youth homelessness.2.A youth shelter is currently in its planning stages. This project was informed in part by the Tompkins County independent living survey. The independent living survey occurs bi-annually and is a youth staffed collaboration between Cornell Cooperative Extension and the Learning Web. Among the many enlightening findings of this survey is that youth are very hesitant to enter the Emergency Shelter system and will exhaust all other options, including dangerous and predatory situations and sleeping in a place not meant for habitation before going to a shelter. The Youth Shelter will be housed in an adjoining building to Amici House and will be age friendly in design and operation. Youth who are experiencing unsheltered homeless are currently prioritized through coordinated entry and quickly referred to available housing.

**3B-1d.1. Youth Experiencing Homelessness–Measuring Effectiveness of Housing and Services Strategies.**

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

1. TCA, and the Learning Web are the CoC's primary youth serving agencies. TCA operates Amici House a vital youth serving PSH project The LW offers a transitional living program, a drop-in center and a myriad of self-sufficiency supports. Both agencies maintain detailed data about the youth they serve and regularly report to federal, state and local funders including the CoC. This data includes educational and employment gains, exits to stable housing, and progress towards individual goal plans. This data informs the CoC's strong emphasis on housing youth as well as reveals gaps in our system. 2. The CoC examines the above strategies holistically and recognizes that housing when partnered with increased family stability offers youth better long-term outcomes. Other measures the CoC uses include a reduction of parenting youth

involvement with CPS and their children's attendance in school or head-start.3. Evidence reveals that youth housing stability is linked with education and employment opportunities therefore the measures above prove to be strong barometers of the effectiveness of the CoC's youth housing strategy.

**3B-1e. Collaboration–Education Services.**

**Applicants must describe:**

**1. the formal partnerships with:**
**a. youth education providers;**
**b. McKinney-Vento LEA or SEA; and**
**c. school districts; and**

**2. how the CoC collaborates with:**
**a. youth education providers;**
**b. McKinney-Vento Local LEA or SEA; and**
**c. school districts.**
**(limit 2,000 characters)**

1a.The CoC is formally partnered with youth education boards through the local NYS Boards of Cooperative Education Services (BOCES) who provide shared education services to school districts throughout the state. 2b. Ithaca City School District McKinney-Vento rep is an active member of the CoC who attends meetings and has voting rights. 1c. The CoC formally partners with the an elementary school in ICSD via the Housing for School Success program which is a pilot in it's third year which quickly houses homeless students in the lowest income catchment area and offers intensive supports designed to increase student success outcomes. 2a. The Learning Web and Open Doors are RHY programs who communicate regularly with local education providers around relevant data and trends among runaway and homeless youth. 2b. The McKinney-Vento rep provides training and information to the full CoC around the educational rights of homeless students 2c. The Ithaca City School District collaborates with PSH and ES providers around increasing access to the home school of displaced students and increasing attendence of homeless students.

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

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

In 2019, it became required that all CoC-funded projects will institute a policy and procedure to inform program participants of their right and eligibility for educational services. Currently, TCA, a CoC-funded agency which provides services to many families have internal and informal procedures, however as the CoC had adopted CoC-wide policy, the ability for individuals and families to gain access to their educational services has improved. Additionally the CoC is planning a presentation with the Ithaca City School District McKinney-Vento rep to provide a large scale training for service providers in housing and other

mainstream benefits with the theme of how to best inform participants of the educational rights of homeless children.

### 3B-1e.2. Written/Formal Agreements or Partnerships with Early Childhood Services Providers.

**Applicant must indicate whether the CoC has an MOU/MOA or other types of agreements with listed providers of early childhood services and supports and may add other providers not listed.**

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

**Applicants must select Yes or No for all of the agreements listed in 3B-1e.2.**

### 3B-2. Active List of Veterans Experiencing Homelessness.

**Applicant must indicate whether the CoC uses an active list or by-name list to identify all veterans experiencing homelessness in the CoC.** Yes

### 3B-2a. VA Coordination–Ending Veterans Homelessness.

**Applicants must indicate whether the CoC is actively working with the U.S. Department of Veterans Affairs (VA) and VA-funded programs to achieve the benchmarks and criteria for ending veteran homelessness.** Yes

### 3B-2b. Housing First for Veterans.

**Applicants must indicate whether the CoC has sufficient resources to ensure each veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach.** Yes

### 3B-3. Racial Disparity Assessment. Attachment Required.

**Applicants must:**
**1. select all that apply to indicate the findings from the CoC's Racial Disparity Assessment; or**
**2. select 7 if the CoC did not conduct a Racial Disparity Assessment.**

| | |
|---|---|
| **1. People of different races or ethnicities are more likely to receive homeless assistance.** | |
| **2. People of different races or ethnicities are less likely to receive homeless assistance.** | |
| **3. People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.** | |
| **4. People of different races or ethnicities are less likely to receive a positive outcome from homeless assistance.** | |
| **5. There are no racial or ethnic disparities in the provision or outcome of homeless assistance.** | |
| **6. The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance.** | X |
| **7. The CoC did not conduct a racial disparity assessment.** | |

### 3B-3a. Addressing Racial Disparities.

**Applicants must select all that apply to indicate the CoC's strategy to address any racial disparities identified in its Racial Disparities Assessment:**

| | |
|---|---|
| **1. The CoC is ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.** | X |
| **2. The CoC has identified the cause(s) of racial disparities in their homeless system.** | |
| **3. The CoC has identified strategies to reduce disparities in their homeless system.** | X |
| **4. The CoC has implemented strategies to reduce disparities in their homeless system.** | |
| **5. The CoC has identified resources available to reduce disparities in their homeless system.** | X |
| **6: The CoC did not conduct a racial disparity assessment.** | |

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

## Instructions:

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**Warning! The CoC Application score could be affected if information is incomplete on this formlet.**

## 4A-1. Healthcare–Enrollment/Effective Utilization

**Applicants must indicate, for each type of healthcare listed below, whether the CoC assists persons experiencing homelessness with enrolling in health insurance and effectively utilizing Medicaid and other benefits.**

| 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 systematically keeps program staff up to date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within the geographic area;**
**2. describe how the CoC disseminates the availability of mainstream resources and other assistance information to projects and how often;**
**3. describe how the CoC works with projects to collaborate with healthcare organizations to assist program participants with enrolling in**

**health insurance;**
**4. describe how the CoC provides assistance with the effective utilization of Medicaid and other benefits; and**
**5. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy for mainstream benefits.**
**(limit 2,000 characters)**

1.The CoC offers regular time in all of its meetings including the Homeless and Housing task Force and all of its committees to make announcements about any changes in programs including mainstream benefits. These meetings and events are well attended by program staff from CoC funded programs. When there are substantial changes to mainstream benefit programs the CoC coordinator would disseminate them directly to CoC provider staff and the Tompkins County Human Services Listserv. 2.The CoC membership includes representatives from many mainstream resource providing agencies in our area including substance abuse treatment providers, community action agencies, and TCDSS who is the primary provider of SNAP, TANF, and other resources. There is ongoing regular communication among CoC agencies regarding mainstream benefits and programs. Additionally the CoC includes a section in it's coordinated assessment process that accounts for immediate referrals made to mainstream providers including HCV providers, and youth and veteran specific providers . This referral section is then noted in their intake and followed up on by the CoC or the program staff of the housing program to which they are referred. This helps track successful referrals and close gaps for vulnerable clients. Additionally HSC houses the local 211 call center which refers hundreds of people annually to points of access for mainstream benefits.3. HSC employs several positions dedicated to assisting clients with enrolling in Medicaid or private health insurance The CoC includes representatives from Catholic Charities who employ a Medicaid enroller and TCDSS who enrolls participants in Medicaid. 4. HSC employs a person in the role of healthcare navigator whose explicit role is to assist people with effective utilization of their benefits including securing a primary care physician and seeing specialists as needed. 5. TCDSS and HSC are responsible for overseeing the CoC strategy for mainstream benefits

## 4A-2. Lowering Barriers to Entry Data:

**Applicants must report:**

| | |
|---|---|
| **1. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition.** | 7 |
| **2. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.** | 7 |
| **Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects the CoC has ranked in its CoC Priority Listing in the FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.** | 100% |

## 4A-3. Street Outreach.

**Applicants must:**
**1. describe the CoC's street outreach efforts, including the methods it**

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

1.The CoC street outreach module has two components. One is a community outreach worker (COW) who focuses primarily on the centrally located downtown area. Her territory includes many of the areas where homeless and housing insecure folks tend to congregate including the public library, several parks, and the street where the emergency shelter, TCDSS, a harm reduction agency are located. She frequents our local hot meals site, and food pantries. Additionally, she covers the public transit bus-stop which is place that people who are coming in from, or returning to rural areas often gather. The COW regularly performs coordinated assessment and submits people for coordinated entry. The second component of our street outreach focuses primarily on visiting a homeless encampment in the Southwest region of the City. The street outreach team has members from organizations including TCDSS, TCA and faith based groups. Their focus is on creating and maintaining relationships founded on trust with the occupants of the encampment while providing access to mainstream benefits and housing options.2.Street Outreach efforts are concentrated in the area's urban core where the majority of jobs and services are located. While the geographical area is small the outreach efforts extend well beyond the defined territory due to targeted efforts to reach rural folks who have come into the downtown region to access services including TCDSS, and mental health and substance use services.3.Street Outreach occurs five days a week during business hours. The outreach efforts in the encampment occur weekly and take place in the early evening or weekend hours.4.Street Outreach efforts are designed around building trust and respecting the dignity of people. Often the COW will engage with a person casually multiple times in an effort to build rapport. These small engagements with positive outcomes have resulted in some of area's most difficult to serve individuals feeling safe seeking assistance

## 4A-4. RRH Beds as Reported in HIC.

**Applicants must report the total number of rapid rehousing beds available to serve all household types as reported in the Housing Inventory Count (HIC) for 2018 and 2019.**

| | 2018 | 2019 | Difference |
|---|---|---|---|
| RRH beds available to serve all populations in the HIC | 25 | 27 | 2 |

## 4A-5. Rehabilitation/Construction Costs–New Projects. No

**Applicants must indicate whether any new project application the CoC ranked and**

| | |
|---|---|
| **submitted in its CoC Priority Listing in the FY 2019 CoC Program Competition is requesting $200,000 or more in funding for housing rehabilitation or new construction.** | |
| **4A-6. Projects Serving Homeless under Other Federal Statutes.** | No |
| **Applicants must indicate whether the CoC is requesting to designate one or more of its SSO or TH projects to serve families with children or youth defined as homeless under other federal statutes.** | |

# 4B. Attachments

## Instructions:

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

| Document Type | Required? | Document Description | Date Attached |
|---|---|---|---|
| _FY 2019 CoC Competition Report (HDX Report) | Yes | FY 2019 CoC Compe... | 09/25/2019 |
| 1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners' Preference. | No | | |
| 1C-4. PHA Administrative Plan Homeless Preference. | No | | |
| 1C-7. Centralized or Coordinated Assessment System. | Yes | CE Assessment Tool | 09/26/2019 |
| 1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted. | Yes | Projects Accepted... | 09/25/2019 |
| 1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced. | Yes | Projects Rejected... | 09/25/2019 |
| 1E-1.Public Posting–30-Day Local Competition Deadline. | Yes | Local Competition... | 09/25/2019 |
| 1E-1. Public Posting–Local Competition Announcement. | Yes | Local Competition... | 09/25/2019 |
| 1E-4.Public Posting–CoC-Approved Consolidated Application | Yes | | |
| 3A. Written Agreement with Local Education or Training Organization. | No | | |
| 3A. Written Agreement with State or Local Workforce Development Board. | No | | |
| 3B-3. Summary of Racial Disparity Assessment. | Yes | Racial Disparity ... | 09/25/2019 |
| 4A-7a. Project List-Homeless under Other Federal Statutes. | No | | |
| Other | No | | |
| Other | No | | |

| | | | |
|---|---|---|---|
| Other | No | | |

# Attachment Details

**Document Description:** FY 2019 CoC Competition Report

# Attachment Details

**Document Description:**

# Attachment Details

**Document Description:**

# Attachment Details

**Document Description:** CE Assessment Tool

# Attachment Details

**Document Description:** Projects Accepted Notification

# Attachment Details

**Document Description:** Projects Rejected/Reduced Notification

# Attachment Details

**Document Description:** Local Competition Deadline

# Attachment Details

**Document Description:** Local Competition Public Announcement

# Attachment Details

**Document Description:**

# Attachment Details

**Document Description:**

# Attachment Details

**Document Description:**

# Attachment Details

**Document Description:** Racial Disparity Assessment Summary

# Attachment Details

**Document Description:**

# Attachment Details

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**Document Description:**

# Attachment Details

**Document Description:**

# Submission Summary

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

| Page | Last Updated |
|---|---|
| **1A. Identification** | 09/17/2019 |
| **1B. Engagement** | 09/25/2019 |
| **1C. Coordination** | 09/25/2019 |
| **1D. Discharge Planning** | No Input Required |
| **1E. Local CoC Competition** | 09/25/2019 |
| **1F. DV Bonus** | No Input Required |
| **2A. HMIS Implementation** | 09/25/2019 |
| **2B. PIT Count** | 09/26/2019 |
| **3A. System Performance** | 09/26/2019 |
| **3B. Performance and Strategic Planning** | 09/24/2019 |
| **4A. Mainstream Benefits and Additional Policies** | 09/20/2019 |
| **4B. Attachments** | Please Complete |

| **Submission Summary** | No Input Required |
|---|---|

# 2019 HDX Competition Report

## PIT Count Data for NY-510 - Ithaca/Tompkins County CoC

### Total Population PIT Count Data

| | 2016 PIT | 2017 PIT | 2018 PIT | 2019 PIT |
|---|---|---|---|---|
| Total Sheltered and Unsheltered Count | **86** | **73** | **91** | **171** |
| Emergency Shelter Total | 34 | 31 | 33 | 149 |
| Safe Haven Total | 0 | 0 | 0 | 0 |
| Transitional Housing Total | 22 | 22 | 13 | 22 |
| Total Sheltered Count | **56** | **53** | **46** | **171** |
| Total Unsheltered Count | **30** | **20** | **45** | **0** |

### Chronically Homeless PIT Counts

| | 2016 PIT | 2017 PIT | 2018 PIT | 2019 PIT |
|---|---|---|---|---|
| Total Sheltered and Unsheltered Count of Chronically Homeless Persons | **4** | **5** | **5** | **55** |
| Sheltered Count of Chronically Homeless Persons | 4 | 0 | 1 | 55 |
| Unsheltered Count of Chronically Homeless Persons | 0 | 5 | 4 | 0 |

# 2019 HDX Competition Report

## PIT Count Data for NY-510 - Ithaca/Tompkins County CoC

### Homeless Households with Children PIT Counts

| | 2016 PIT | 2017 PIT | 2018 PIT | 2019 PIT |
|---|---|---|---|---|
| Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children | **8** | **7** | **6** | **15** |
| Sheltered Count of Homeless Households with Children | 8 | 7 | 6 | 15 |
| Unsheltered Count of Homeless Households with Children | 0 | 0 | 0 | 0 |

### Homeless Veteran PIT Counts

| | 2011 | 2016 | 2017 | 2018 | 2019 |
|---|---|---|---|---|---|
| Total Sheltered and Unsheltered Count of the Number of Homeless Veterans | **1** | **2** | **1** | **8** | **7** |
| Sheltered Count of Homeless Veterans | 0 | 0 | 1 | 3 | 7 |
| Unsheltered Count of Homeless Veterans | 1 | 2 | 0 | 5 | 0 |

# 2019 HDX Competition Report

## HIC Data for NY-510 - Ithaca/Tompkins County CoC

### HMIS Bed Coverage Rate

| Project Type | Total Beds in 2019 HIC | Total Beds in 2019 HIC Dedicated for DV | Total Beds in HMIS | HMIS Bed Coverage Rate |
|---|---|---|---|---|
| Emergency Shelter (ES) Beds | **29** | **9** | **20** | **100.00%** |
| Safe Haven (SH) Beds | **0** | **0** | **0** | **NA** |
| Transitional Housing (TH) Beds | **23** | **0** | **23** | **100.00%** |
| Rapid Re-Housing (RRH) Beds | **27** | **0** | **27** | **100.00%** |
| Permanent Supportive Housing (PSH) Beds | **83** | **0** | **83** | **100.00%** |
| Other Permanent Housing (OPH) Beds | **28** | **0** | **0** | **0.00%** |
| Total Beds | 190 | 9 | 153 | 84.53% |

# 2019 HDX Competition Report

## HIC Data for NY-510 - Ithaca/Tompkins County CoC

### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

| Chronically Homeless Bed Counts | 2016 HIC | 2017 HIC | 2018 HIC | 2019 HIC |
|---|---|---|---|---|
| Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC | 47 | 50 | 68 | 83 |

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

| Households with Children | 2016 HIC | 2017 HIC | 2018 HIC | 2019 HIC |
|---|---|---|---|---|
| RRH units available to serve families on the HIC | 4 | 1 | 6 | 6 |

### Rapid Rehousing Beds Dedicated to All Persons

| All Household Types | 2016 HIC | 2017 HIC | 2018 HIC | 2019 HIC |
|---|---|---|---|---|
| RRH beds available to serve all populations on the HIC | 16 | 5 | 25 | 27 |

2019 HDX Competition Report

# FY2018 - Performance Measurement Module (Sys PM)

## Summary Report for NY-510 - Ithaca/Tompkins 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 2017 | FY 2018 | Submitted FY 2017 | FY 2018 | Difference | Submitted FY 2017 | FY 2018 | Difference |
| 1.1 Persons in ES and SH | 394 | 502 | 24 | 48 | 24 | 15 | 33 | 18 |
| 1.2 Persons in ES, SH, and TH | 415 | 525 | 37 | 59 | 22 | 16 | 34 | 18 |

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.

2019 HDX Competition Report

# FY2018 - Performance Measurement Module (Sys PM)

| | Universe (Persons) | | Average LOT Homeless (bed nights) | | | Median LOT Homeless (bed nights) | | |
|---|---|---|---|---|---|---|---|---|
| | Submitted FY 2017 | FY 2018 | Submitted FY 2017 | FY 2018 | Difference | Submitted FY 2017 | FY 2018 | Difference |
| 1.1 Persons in ES, SH, and PH (prior to "housing move in") | 405 | 504 | 38 | 80 | 42 | 18 | 38 | 20 |
| 1.2 Persons in ES, SH, TH, and PH (prior to "housing move in") | 426 | 542 | 51 | 94 | 43 | 19 | 41 | 22 |

2019 HDX Competition Report

# FY2018 - 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 2018 | % of Returns | FY 2018 | % of Returns | FY 2018 | % of Returns | FY 2018 | % of Returns |
| Exit was from SO | 0 | 0 | | 0 | | 0 | | 0 | |
| Exit was from ES | 175 | 14 | 8% | 17 | 10% | 22 | 13% | 53 | 30% |
| Exit was from TH | 17 | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% |
| Exit was from SH | 0 | 0 | | 0 | | 0 | | 0 | |
| Exit was from PH | 40 | 0 | 0% | 0 | 0% | 5 | 13% | 5 | 13% |
| TOTAL Returns to Homelessness | 232 | 14 | 6% | 17 | 7% | 27 | 12% | 58 | 25% |

## Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

# 2019 HDX Competition Report
# FY2018 - 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 2017 PIT Count | January 2018 PIT Count | Difference |
|---|---|---|---|
| Universe: Total PIT Count of sheltered and unsheltered persons | 73 | 91 | 18 |
| Emergency Shelter Total | 31 | 33 | 2 |
| Safe Haven Total | 0 | 0 | 0 |
| Transitional Housing Total | 22 | 13 | -9 |
| Total Sheltered Count | 53 | 46 | -7 |
| Unsheltered Count | 20 | 45 | 25 |

## Metric 3.2 – Change in Annual Counts

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Unduplicated Total sheltered homeless persons | 439 | 543 | 104 |
| Emergency Shelter Total | 415 | 520 | 105 |
| Safe Haven Total | 0 | 0 | 0 |
| Transitional Housing Total | 30 | 30 | 0 |

2019 HDX Competition Report

# FY2018 - 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 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults (system stayers) | 33 | 36 | 3 |
| Number of adults with increased earned income | 1 | 4 | 3 |
| Percentage of adults who increased earned income | 3% | 11% | 8% |

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults (system stayers) | 33 | 36 | 3 |
| Number of adults with increased non-employment cash income | 7 | 9 | 2 |
| Percentage of adults who increased non-employment cash income | 21% | 25% | 4% |

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults (system stayers) | 33 | 36 | 3 |
| Number of adults with increased total income | 8 | 13 | 5 |
| Percentage of adults who increased total income | 24% | 36% | 12% |

# 2019 HDX Competition Report
# FY2018 - Performance Measurement Module (Sys PM)

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults who exited (system leavers) | 57 | 27 | -30 |
| Number of adults who exited with increased earned income | 9 | 5 | -4 |
| Percentage of adults who increased earned income | 16% | 19% | 3% |

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults who exited (system leavers) | 57 | 27 | -30 |
| Number of adults who exited with increased non-employment cash income | 6 | 4 | -2 |
| Percentage of adults who increased non-employment cash income | 11% | 15% | 4% |

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults who exited (system leavers) | 57 | 27 | -30 |
| Number of adults who exited with increased total income | 13 | 8 | -5 |
| Percentage of adults who increased total income | 23% | 30% | 7% |

2019 HDX Competition Report

# FY2018 - Performance Measurement Module (Sys PM)

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

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Person with entries into ES, SH or TH during the reporting period. | 407 | 501 | 94 |
| 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. | 69 | 100 | 31 |
| 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) | 338 | 401 | 63 |

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Person with entries into ES, SH, TH or PH during the reporting period. | 465 | 552 | 87 |
| 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. | 76 | 110 | 34 |
| 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.) | 389 | 442 | 53 |

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

This Measure is not applicable to CoCs in FY2018 (Oct 1, 2017 - Sept 30, 2018) reporting period.

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

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

| | Submitted FY 2017 | FY 2018 | 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

# 2019 HDX Competition Report

## FY2018 - Performance Measurement Module (Sys PM)

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing | 377 | 493 | 116 |
| Of the persons above, those who exited to permanent housing destinations | 196 | 226 | 30 |
| % Successful exits | 52% | 46% | -6% |

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Persons in all PH projects except PH-RRH | 120 | 68 | -52 |
| Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations | 103 | 60 | -43 |
| % Successful exits/retention | 86% | 88% | 2% |

# 2019 HDX Competition Report

# FY2018 - SysPM Data Quality

## NY-510 - Ithaca/Tompkins 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.

# 2019 HDX Competition Report

## FY2018 - SysPM Data Quality

| | All ES, SH | | | | All TH | | | | All PSH, OPH | | | | All RRH | | | | All Street Outreach | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 |
| 1. Number of non-DV Beds on HIC | 35 | 25 | 14 | 12 | 31 | 25 | 26 | 19 | 92 | 97 | 97 | 102 | 7 | 16 | 5 | 25 | | | | |
| 2. Number of HMIS Beds | 35 | 25 | 14 | 12 | 31 | 25 | 22 | 15 | 86 | 82 | 85 | 87 | 7 | 16 | 5 | 25 | | | | |
| 3. HMIS Participation Rate from HIC ( % ) | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 84.62 | 78.95 | 93.48 | 84.54 | 87.63 | 85.29 | 100.00 | 100.00 | 100.00 | 100.00 | | | | |
| 4. Unduplicated Persons Served (HMIS) | 478 | 384 | 415 | 520 | 41 | 42 | 32 | 30 | 109 | 112 | 130 | 84 | 29 | 21 | 36 | 78 | | | 2 | 0 |
| 5. Total Leavers (HMIS) | 459 | 362 | 379 | 469 | 18 | 25 | 20 | 17 | 44 | 49 | 53 | 24 | 20 | 17 | 11 | 42 | | | 0 | 0 |
| 6. Destination of Don't Know, Refused, or Missing (HMIS) | 205 | 115 | 131 | 179 | 3 | 1 | 3 | 0 | 9 | 3 | 5 | 1 | 3 | 5 | 0 | 5 | | | 0 | 0 |
| 7. Destination Error Rate (%) | 44.66 | 31.77 | 34.56 | 38.17 | 16.67 | 4.00 | 15.00 | 0.00 | 20.45 | 6.12 | 9.43 | 4.17 | 15.00 | 29.41 | 0.00 | 11.90 | | | | |

# 2019 HDX Competition Report

## Submission and Count Dates for NY-510 - Ithaca/Tompkins County CoC

### Date of PIT Count

| | Date | Received HUD Waiver |
|---|---|---|
| Date CoC Conducted 2019 PIT Count | 1/28/2019 | |

### Report Submission Date in HDX

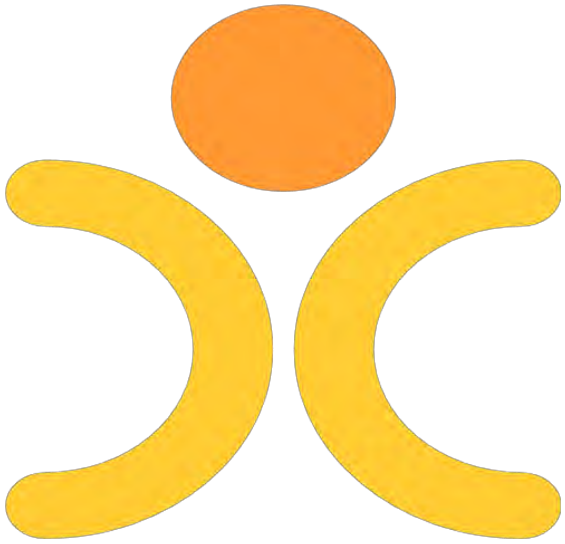
| | Submitted On | Met Deadline |
|---|---|---|
| 2019 PIT Count Submittal Date | 4/30/2019 | Yes |
| 2019 HIC Count Submittal Date | 4/30/2019 | Yes |
| 2018 System PM Submittal Date | 5/30/2019 | Yes |

1C-7: Centralized or Coordinated Assessment System

1. CoC Coordinated Assessment Policies & Procedures Manual
2. CoC Coordinated Assessment Tool
    a. Program Eligibility
    b. Additional Resources
    c. Multiple Party Release Form
    d. CAT Screening Questions
    e. CAT Tool Script
    f. Adult Vulnerability Assessment
    g. Youth Vulnerability Assessment
    h. Program Referral

# Ithaca/Tompkins County Continuum of Care

## Coordinated Assessment Policies and Procedures



NY-510

June 2016, Update July 2017, Update March 2018

# TABLE OF CONTENTS

**Overview**

Overview……4
Coordinated Assessment Team Purpose Statement……4
Key Elements……4
Background……5
Document Purpose……5
Basic Definitions……5-6
Homeless Definitions……6-7
Target Population……7
Goals and Guiding Principles ……8
Marketing Strategy……9
Equal Access Rule……9
Cultural and Linguistic Competencies……9

**Key Components of the Coordinated Assessment Process**

Screening Overview……10
Coordinated Assessment Team (CAT) Organizations……11
CAT Staff Responsibilities……11
System Entry……12
Street Outreach……12
Rural Assessments ……12
Phone Screening ……12
The Assessment Process……13-14
Responsibilities of Assessment Staff……14-15
Data Collection……15
Making Referrals and Prioritizing Consumers……15-17

**Community Waiting List Management, Review and Updates**

List Management……17
Review and Updates……17
Special Populations……18
Post-Referral Procedure……18

**Declined Referrals and Grievance Procedures**

Program Declines Referral……19
Consumer Declines Referral……19
Provider Grievances……19
Consumer Grievances……19

**Governance**
Roles and Responsibilities……..20
Policies and Procedures……20-22

**Evaluation**
Evaluation of the Process……22

**Contact Information**……23

**ATTACHMENTS**

Attachment A: Project Background and Timeline

Attachment B: Tompkins County Coordinated Assessment (CA) Participating Agency

Memorandum of Understanding

Attachment C: Coordinated Assessment Metrics

Attachment D: NY-510 CoC Coordinated Assessment Multiple Party Release Form

# OVERVIEW

The Coordinated Assessment system is designed to identify, engage, assess and refer consumers who are experiencing homelessness or are at risk of becoming homeless.

## Coordinated Assessment Team Continuum of Care (CoC) Purpose Statement

As a committee of the Ithaca/Tompkins County Continuum of Care (NY-510) the Coordinated Assessment Team (CAT) developed the following purpose statement:

*The Coordinated Assessment Team, in support of the CoC vision and mission, has been established to develop, implement and evaluate a community wide assessment system to meet the needs of consumers who are experiencing literal or imminent risk of homelessness.*

*The process establishes a standardized assessment tool used to determine vulnerability of those in housing crisis so that the consumers with the highest vulnerability are prioritized for available units in supportive housing programs according to the CoC's Order of Priority.*

*The Coordinated Assessment Team will fulfill our purpose by:*

- *Continuing to meet to discuss implementation, collect community feedback and evaluate the system to maximize the effectiveness and efficiency;*
- *Increasing the number of Coordinated Assessment Partners and trained staff members continuing a "no wrong door" community of services;*
- *Increasing the number of housing providers who use the community waiting list to fill units at vacancy;*
- *Capturing and managing data related to assessment and referrals in a centralized HIPAA-compliant spreadsheet maintained by the Continuum of Care Coordinator.*

## Key Elements

<u>No Wrong Door Approach to Services</u>
Consumers can enter into any participating agency within NY-510 service area (Tompkins County) for assessment. Each consumer will be linked with a staff person trained to identify their needs, assess their situation and make appropriate referrals.

<u>Standardized Assessment</u>
Participating agencies implement a standardized assessment tool to identify vulnerabilities and assist in placing consumers in the right housing options. The assessment has two tools; an adult tool for age 18+ and a tool specific to youth age 16 to 24. Both tools are aligned with the CoC's Order of Priority. Consumers with the highest vulnerability score are placed at the top of the wait list for all housing programs within the CoC for which they are eligible.

Referrals
Based on information collected while completing the tool, a consumer will be referred to the housing programs they appear to be eligible for and other non-housing service providers as needed.

## Background

All housing and service providers who receive funding from the U.S. Department of Housing and Urban Development (HUD) through the Continuum of Care (CoC) or Emergency Solutions Grants (ESG) are required to participate in the Coordinated Assessment system. The Coordinated Assessment system is a proven national best practice and all housing and service providers in the county are encouraged to participate. When implemented effectively, coordinated assessment can minimize the time and frustration consumers who are in crisis may face when trying to access services and also:

- Reduce new entries into homelessness through a coordinated system of diversion and prevention efforts;
- Prevent people experiencing homelessness from entering and exiting multiple programs before having their needs met;
- Reduce or erase entirely the need for individual provider wait lists for services;
- Foster increased collaboration between homelessness assistance providers; and
- Improve a community's ability to perform well on Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act outcomes and progress the goal of ending homelessness.

## Document Purpose

The policies and procedures contained in this document will govern the implementation, governance and evaluation of the coordinated assessment system in Tompkins County. These policies may only be changed based on recommendations from the Coordinated Assessment Team (CAT) of the CoC.

## Basic Definitions

Housing Provider: An organization that provides housing to people experiencing homelessness or at risk of becoming homeless. The providers below are participating agencies and utilize the waiting list to fill vacancies:

Lakeview Health Services
Tompkins Community Action
The Learning Web
The Advocacy Center
Catholic Charities

Service Provider: A participating agency that provides services to people experiencing homelessness or at-risk of becoming homeless. The providers on the list are trained in the Coordinated Assessment system. Organizations can be added at any time after completing a Memorandum of Understanding (MOU) and training on the assessment tool.

Human Service Coalition-211
Tompkins County Department of Social Services
Tompkins Community Action
The Learning Web
Lakeview Health Services
The Advocacy Center
Ithaca Rescue Mission
Loaves and Fishes
Family & Children Service of Ithaca
Tompkins County Department of Probation
Catholic Charities Tompkins/Tioga
Opportunities and Resources (OAR)

Program: A specific set of services or housing intervention offered by a housing or service provider.

Consumer: A person experiencing homelessness or at risk of becoming homeless; a person who is being assessed through the coordinated assessment system.

- Adult- age 18+ use adult tool
- Youth- age 16-24 use youth tool but make referral to the Learning Web
- Veterans- use age based tool but have immediate follow up to hot line numbers for immediate attention
- Victims of Domestic Violence- use age based tool but have immediate follow up to Advocacy Center for immediate attention

Housing Option: Housing programs and subsidies; these include transitional housing, rapid re-housing, special rental assistance programs and permanent supportive housing programs.

## Definition of Homeless

On January 4, 2012, final regulations went into effect to implement changes to the U.S. Department of Housing and Urban Development's (HUD's) definition of homelessness contained in the Homeless Emergency Assistance and Rapid Transition to Housing Act. The definition affects who is eligible for various HUD-funded homeless assistance programs. The full definition can be found in the final rule:

www.onecpd.info/resources/documents/HEARTH_HomelessDefinition_FinalRule.pdf

The definition includes four broad categories of homelessness:

Category 1: Literally Homeless
People who are living in a place not meant for human habitation, in emergency shelter, in transitional housing, or are exiting an institution where they temporarily resided if they were in shelter or a place not meant for human habitation before entering the institution.

Category 2: Imminent Risk of Homeless
People who are losing their primary nighttime residence, which may include a motel or hotel or a doubled up situation, within 14 days and lack resources or support networks to remain in housing.

Category 3: Homeless under Other Federal Statutes
Families with children or unaccompanied youth who are unstably housed and likely to continue in that state.

Category 4: Fleeing/Attempting to Flee Domestic Violence
People who are fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening situations related to violence; have no other residence; and lack the resources or support networks to obtain other permanent housing.

## Target Population

The Coordinated Assessment system is intended to serve persons experiencing homelessness and those at imminent risk of homelessness. Homelessness will be defined in accordance with the official HUD definition of homelessness detailed above. Persons at imminent risk of homelessness are those who believe they will become homeless, according to the HUD definition. Consumers not at risk of imminent homelessness should be referred to prevention resources available in the community. This coordinated assessment process was developed for residents of Tompkins County.

**The Tool**

The Ithaca/ Tompkins County standardized assessment tool has nine (9) tabs:

1. Overview and Information
2. Screening Questions
3. Customer Release
4. Adult Tool- assessment tool for ages 18+
5. Youth Tool- assessment tool for ages 16-24

5.2 Youth Scoring definitions

6. Program Eligibility- current program descriptions
7. Other Resources
8. Email Template for adding to the list

## Goals and Guiding Principles

The goal of the coordinated assessment system is to provide each consumer with services and supports to meet their housing needs with a focus on a rapid return to permanent housing. Below are the guiding principles that will help Tompkins County meet these goals:

1. **Consumer Choice**: Consumers will be given information about the programs available to them and have some degree of choice about which programs they want to participate in.
2. **Collaboration**: Because coordinated assessment is being implemented system wide, it requires a great deal of collaboration between providers within the CoC, other local service providers, mainstream assistance agencies, funders, and other key partners. Collaboration will be fostered through open communication and transparency, monthly meetings between partners and CAT staff, and consistent reporting on the performance of the coordinated assessment system.
3. **Accurate Data Collection:** CAT staff are required to track the referrals made after a consumer is assessed and provide that information to the CoC Coordinator. Data collected will reveal what resources consumers need the most and will help in determining how best to allocate, or reallocate, resources. Consumers' rights regarding data collection will be made explicit, and no consumer will be denied services for refusing to share their information, however, consumers must be made aware that refusing to share some information may reduce their housing options.
4. **Performance-Driven Decision Making**: Decisions about, and modifications to, the coordinated assessment system will be driven primarily by the need to improve the performance of homelessness assistance and system performance measures. These outcomes include reducing new entries into homelessness, reducing lengths of episodes of homelessness, and reducing repeat entries into homelessness. Changes may also be driven by a desire to improve process-oriented outcomes, including reducing the amount of waiting time for an assessment.
5. **Housing First:** Coordinated assessment will support a "housing first" approach, and will thus work to connect consumers with an appropriate permanent housing opportunity, as well as any necessary supportive services, as quickly as possible, with little to no barriers to entry.
6. **Prioritizing the Hardest to House:** Coordinated assessment referrals will prioritize consumers that appear to be the hardest to house or serve for program beds and services. This approach will ensure an appropriate match between the most intensive services and the consumers least likely to succeed with a less intensive intervention, while giving consumers with fewer housing barriers more time to work out a housing solution on their own. This approach is most likely to reduce the average length of episodes of homelessness and result in better housing outcomes for all.

## Marketing Strategy

Marketing strategies will include direct outreach to people on the street and other community resource organizations, distribution of informational flyers left at public locations, announcements during CoC or other committee meetings, and providing opportunities for educating mainstream service providers. Information blasts will also be issued on the Human Service Listserv and Continuum of Care Facebook Page on a regular basis.

## Equal Access Rule

HUD ensures equal access for individuals in accordance with their gender identity in programs and shelter funded under programs administered by HUD's Office of Community Planning and Development. The tools allow the customer to self-identify gender.

The Ithaca/Tompkins County Coordinated Assessment system is all inclusive; all subpopulations, and includes people experiencing chronic homelessness, Veterans, families, youth, and survivors of domestic violence. The CoC continuously evaluates and improves the process ensuring that all subpopulations are well served.

All people Tompkins County have fair and equal access to the coordinated entry process, regardless of where or how they present for services. Fair and equal access means that people can easily access the coordinated assessment system, whether in person or by phone and that the process for accessing help is well known.

## Cultural and Linguistic Competencies

The standardized assessment tools are brief, easily administered by trained non-clinical CAT staff, minimize the time required to utilize, and easy for those being assessed to understand. CAT staff administering assessments use culturally competent practices and tools contain culturally competent questions. The tools are designed to collect the information necessary to make meaningful recommendations and referrals to available housing and services

CAT staff recognize that assessment, both the kinds of questions asked and the context in which the assessment is administered, can cause harm and risk to individuals or families, especially if they require people to relive difficult experiences. The tool's questions are worded and asked in a manner that is sensitive to the lived and sometimes traumatic experiences of people experiencing homelessness. The tool minimizes risk and harm, and provides individuals or families with the option to refuse to answer questions. The assessment must be conducted in a private space, preferably a room with a door, or, if outside, away from others' earshot. Those administering the tool are trained to recognize signs of trauma or anxiety.

Staff will utilize translation services available in the community to meet the needs of a person with Limited English Proficiency. This may be completed using the current process of the individual agency or by using TIPS through Cornell University.

# KEY COMPONENTS OF THE COORDINATED ASSESSMENT PROCESS

## Screening Overview

This section outlines and defines the key components of coordinated assessment and how the coordinated assessment process will work. As stated earlier the Ithaca/Tompkins County CoC uses a *No Wrong Door* approach to providing screenings and assessments.

With the No Wrong Door approach, there are multiple ways a consumer can access the system:

1. A consumer presents at a CAT organization and is assessed by a trained CAT staff person.
2. A consumer presents at an organization where there are no trained assessors, the staff will contact 211 to begin an initial screening. 211 will guide the consumer to a CAT organization to complete the assessment.
3. A consumer can call 211 directly to be screened and then referred; this is most likely to occur after regular business hours.

All consumers experiencing homelessness or at imminent risk of homelessness must be directed to one of the above options to be assessed prior to receiving any services or admission to any homelessness assistance program, with the exception of situations where assessment hours have ended for the day and the person needs emergency shelter, which the consumer would then present to the emergency shelter to receive assistance.

The CAT organizations will have the capacity to conduct a full assessment in person or by telephone as long as a signed Release of Information is in the assessor's possession. Any request to be added as a CAT organization is approved by the CoC Coordinator. The organization must sign the Tompkins County Coordinated Assessment Participating Agency Memorandum of Understanding (MOU) agreeing to the operational guidelines of the coordinated assessment process and designate staff to attend initial training. A copy of this MOU can be found in attachment C of this document.

The designated CAT organizations in Tompkins County are:

Human Service Coalition-211
Tompkins County Department of Social Services
Tompkins Community Action
The Learning Web
Lakeview Health Services
The Advocacy Center
Ithaca Rescue Mission
Loaves and Fishes
Family & Children Service of Ithaca
Tompkins County Department of Probation
Catholic Charities Tompkins/Tioga

Opportunities and Resources (OAR)

This list will be updated if and when additional designated CAT organizations are added or removed. This list will also be maintained on the Ithaca/Tompkins County CoC website.

**Coordinated Assessment Team (CAT) Organizations**

The Ithaca/ Tompkins County standardized assessment tool was developed in 2016 by the CAT. The standardized assessment tool will be evaluated and updated by the CAT as appropriate. Any assessments will be administered by trained staff at each agency listed on the previous page under "designated CAT organizations."

Staff who administer the assessment will receive initial training on the standardized assessment forms to be used, proper referral and prioritization procedures, and community waiting list management. Staff will also receive training in serving survivors of domestic violence and other needs specific to special populations .It is the responsibility of the CoC Coordinator to ensure training for CAT organizations is available and occurs on a regular basis.

Throughout this manual, assessment staff will find instructions and guidance on how to conduct assessments, make referrals, and prioritize consumers for services. However, not every conceivable situation is covered in this manual. Assessment staff will need to rely on their judgment, their training, and their supervisor in exceptional situations. Questions will also be discussed at monthly Process Meetings.

**CAT Staff Responsibilities**

Per the Memorandum of Understanding, CAT organizations are required to notify the CoC Coordinator of the availability of CAT staff who will be administering assessments. The CoC Coordinator will make sure that 211 is provided with CAT organization updates.

CAT staff help to identify resources and programs available based on an individual's responses during the assessment.

The CoC Coordinator is responsible for maintaining and updating the community-wide wait list. This position is also responsible for maintaining data collection and document storage per HUD regulations regarding placement on the list, referrals made to housing providers at vacancy and removing a consumer from the list.

Each trained assessor at the CAT organizations will be linked directly to a CAT member who will provide support and technical assistance on an ongoing basis.

**System Entry**

Tompkins County will operate under the "no wrong door" approach outlined on page four (4). If a Housing Provider is receiving HUD funds through the CoC Program Competition or ESG, it is prohibited to admit or serve consumers in housing units without them having first gone through the coordinated assessment process and receiving a referral to their agency. Emergency shelters and domestic violence shelters are excluded from this as appropriate.

**Street Outreach**

The Community Outreach Worker of Family and Children's Service of Ithaca is the primary street outreach for the CAT. This CAT member can be contacted by 211 or any agency to meet a consumer where they are within the City of Ithaca. As a regular part of workflow, the Community Outreach Worker is on the street interacting with people and making appropriate referrals to services whenever possible.

**Rural Assessments**

All of the CAT Agencies have offices located in the City of Ithaca; however all are accessible from a bus route. Agencies such as Tompkins Community Action have sites in rural towns that have meeting space available for assessment purposes. In these situations, 211 plays a role in connecting the rural consumer with the most appropriate CAT agency to complete the assessment.

In addition, phone assessments are possible as long as the release of information is signed by the consumer prior to the assessment. **When possible, released can be faxed to the consumer, signed and faxed back to the appropriate agency. Scanned and emailed releases will also be accepted.**

**Phone Screening**

Staff at the CAT organizations, 211, or other provider locations who answer phones may encounter consumers experiencing or at imminent risk of homelessness who are interested in being assessed or receiving services. All of these callers should be asked the pre-screening questions:

1. Are you currently homeless or do you think you will become homeless within the next fourteen (14) days? *Homeless means living in a place not meant for human habitation, in emergency shelter, in transitional housing, or exiting an institution where you stayed for up to 90 days and were in shelter or a place not meant for human habitation beforehand.* ***Youth under age 25 who are couch surfing qualifies as homeless****.*
2. Are you interested in receiving homelessness assistance services?
3. Have you met with any agency about your housing situation?

4. Are you under the age of 25? *If so, use the Youth VI tool*
5. Are you fleeing or attempting to flee domestic violence?
6. Have you served in the Military?

If the consumer answers yes to questions 1 and 2, they should then be informed of the nearest CAT organization where they can be assessed. If a CAT organization is conducting the phone screening, a face to face interview should be scheduled.

If the consumer answers yes to question 5 an immediate referral should be made to the Advocacy Center. The consumer can decide whether they would like to finish assessment or complete it with the Advocacy Center staff.

If the consumer answers yes to question 6, an immediate referral should be made to Soldier On for services available with housing and other needs. The consumer should still finish the assessment with a CAT organization, as Soldier On does not operate out of Tompkins County.

**The Assessment Process**

Assessment refers to the process of administering the adult or youth standardized assessment tool to determine which programs or services are most appropriate to meet the needs of the consumer and prioritize them for housing.

Assessments will be administered at the following trained CAT organizations:

Tompkins Community Action
The Learning Web
Lakeview Health Services
The Advocacy Center
Loaves and Fishes
Family & Children Service of Ithaca
Tompkins County Department of Probation
Catholic Charities Tompkins/Tioga
Opportunities and Resources (OAR)

*While Assessment Staff Are On Duty:*

1. Each consumer presenting at a CAT agency, or other agency that works with consumers, will be asked the Screening Questions (*Tool Tab Page 2*) to determine if they should be assessed using the standardized assessment tool.

2. If it is deemed necessary to assess the consumer according to the Screening Questions, they will be directed to an available CAT staff member. The CAT member will then explain the assessment process and discuss data confidentiality documents with the consumer. If the consumer signs the **NY-510 CoC Coordinated Assessment Multiple Party Release**

**Form** (Attachment E of this document) the CAT staff member will begin the standardized assessment tool. If a consumer refuses to sign the release forms, the CAT staff person should alert the consumer that homelessness assistance would potentially be limited to non-HUD funded opportunities.

3. If the completing the assessment tool is appropriate, the CAT staff may use the tool form or the tool script. If the script is used the information must be transferred to the tool prior to submitting it to the CoC Coordinator. The assessment tool can be completed in hard copy format or on the computer. However, agencies are required to provide the client assessment score and information to the CoC Coordinator within 24 hours for input onto the community wait list. Agencies are also required to provide the scoring tool and referral sheet, in hard copy format via fax or the monthly CAT meetings, to the CoC Coordinator for safe keeping.

4. At the conclusion of the assessment consumers will be provided with a list of available resources to help them stay in housing, mediate disputes, or other resources for alternative housing as appropriate. The CAT staff person will need to utilize judgment and knowledge of resources to assess what alternatives are available to the consumer at the time.

5. Once the assessment is completed the CAT staff must transmit the email template (Tool Tab 9) within 24 hours.

*If Assessment Staff Are Off Duty (After Assessment Hours):*

- Consumers presenting with a need for emergency shelter should be offered a bed at the shelter or another available crisis housing center using their existing approval process.
- If the consumer has called the 211 call center, the call center will provide the list of CAT organizations and earliest available time for a full screening. 211 will also provide information on accessing the shelter after-hours.

## Responsibilities of Assessment Staff

Coordinated Assessment Team (CAT) Staff Member Duties:

1. Administer assessments to consumers attempting to access the coordinated assessment process
2. Report any capacity issues to the CAT staff supervisor
3. Utilize the appropriate Tool or Tool Script to conduct assessment
4. Utilize email template to send consumer information to CoC Coordinator
5. Provide signed release and completed assessment tool to CoC Coordinator either by dropping or mailing to HSC office or hand delivery at a CAT meeting.

6. Be knowledgeable of data confidentiality and consumer confidentiality rights and be able to explain these rights to each consumer
7. Obtain a signed Multi-Party Release Form from each consumer whose information is collected
8. Refer consumers ineligible for homeless assistance services to other, more appropriate community resources

CoC Coordinator Duties:

- Accept assessments and provides email confirmation of receipt
- Add assessments to the Community Waiting List
- Compiles and analyses data and outcomes using list

**Data Collection**

Data will be collected on everyone that is assessed through the coordinated assessment process. This section, in addition to instructions embedded within the assessment tool, will detail when and how consumer information will be collected.

Some consumers should never be entered into the spreadsheet. These include:

- Consumers who are fleeing or attempting to flee domestic violence should never have information shared unless it is with DV specific agencies and/or the consumer has agreed. The assessment should be done on a paper form and passed off to the appropriate provider (The Advocacy Center). If they are being served by a domestic violence provider, that agency may enter their information into a comparable database. In order to be placed on the Community Waiting List a reference number will be utilized instead of the name to protect privacy.
- Consumers who do not sign a multiparty release form should also never have their data entered into the spreadsheet. Consumers who do not consent to their information being shared would reduce their ability to access certain housing programs.

Access to parts of each consumer record or assessment form may be restricted for safety reasons or by consumer request.

**Making Referrals and Prioritizing Consumers**

The referral process will be standard across all assessment sites.

1. After the assessment process is complete, the CAT staff will make an immediate referral to appropriate services, and submit the consumer's information to the CoC coordinator to be included on the wait list.
2. If the consumer was not prioritized for any interventions, the CAT staff should explain why and what other services will be available to them (e.g., shelter case management, connection to mainstream resources, help connecting with family or friends). The Resource tab of the assessment tool provides guidance. The consumer,

if experiencing homelessness should be referred to the emergency shelter immediately where they are able to receive the appropriate resources.

3. If the consumer is first on the list for a particular intervention and there is a program opening for which they are eligible (and it is during that program's business hours), a referral should be made directly to that program via the CoC Coordinator. It is the responsibility of the program to alert the COC Coordinator when there are openings.
4. The CoC Coordinator will be responsible for coordinating the referrals from the assessing agency to the program which the consumer is eligible. The CAT agency that assessed the client will be responsible for submitting the required documents to the CoC coordinator via fax or the monthly CAT meeting.
5. If there is not currently an opening at an appropriate program within the intervention, the consumer should be referred to the appropriate emergency shelter or other housing resource. The CAT staff should explain that once a spot opens up for them, they will be notified.

All housing providers receiving CoC and ESG funds are required to participate in the coordinated assessment process. Providers must submit program eligibility criteria to the Coordinated Assessment Team before they can participate in the coordinated assessment process**.** Any changes to a program's eligibility criteria or target population must be sent immediately to the CoC Coordinator and the Coordinated Assessment Team Chair to ensure referral protocol is updated accordingly. If the Team has a concern that a program's requirements may be contributing to "screening out" or excluding consumers from needed services, the Team may request to meet with the provider to discuss their criteria. If the Team can clearly show a link between underserved populations and eligibility criteria from a provider, and the provider is unwilling to modify the criteria, the Team may recommend to the CoC Governance Committee that provider be de-prioritized for CoC or other sources of funding.

The standardized assessment tool has a built-in scoring mechanism that will prioritize households for access to different housing interventions. The tool is set up in Excel format and automatically totals the score as numbers are entered. This will serve as a starting point for discussion between the CAT staff and the consumer about what services could be most effective. The CAT staff will complete a full review and compile all appropriate resources available to the consumer. A list of resources is included in the tool as *Tool Tab Page 7.*

To fill anticipated vacancies, housing providers must contact the CoC Coordinator by email regarding the number of available beds or units (specifying which bed or unit the population is for if they serve multiple populations) as units become available. Each housing provider will still utilize their program application and report to the CoC Coordinator on the outcome. If enrolled in the program, the HMIS information is to be collected (if a HUD funded program). If determined to be ineligible, the provider must inform the CoC Coordinator of the decision and provide written justification when a consumer is denied entry into a program.

The standardized assessment tool has a built-in points system which will facilitate the most vulnerable being placed highest on the list and connected with appropriate programs based on

their score. The assessment process will be geared toward prioritizing consumers with the most intensive service needs and housing barriers (e.g. chronically homeless and households with multiple episodes of homelessness).

Referrals will be based on each program's eligibility criteria, including populations served. For example, programs that serve only single adult men will only receive single adult men as referrals. An outline of program eligibility will be used to assist providers in determining which programs a consumer may be eligible for based on their situation and assessment.

## Community Waiting List Management, Review and Updates

**List Management**

As the CoC lead agency, the Human Services Coalition, via the CoC Coordinator, will be responsible for maintaining the community wait list and providing service providers with eligible clients as openings become available. CAT staff, during the assessment process, are responsible for making and documenting immediate referrals and submitting the referrals to the CoC Coordinator. The CoC Coordinator will provide The Learning Web with the name and contact information for any consumer who is 16 to 24 years old as the information is received.

**Review and Updates**

The community waiting list will be reviewed by the CAT as a group once a month. Prior to the meeting the CoC Coordinator will review the list with a member from the Ithaca Rescue Mission Shelter and a member from TC Department of Social Services to determine who has secured housing and is no longer homeless. Members of the CAT will attend and provide updates as they know them based on current housing openings and existing relationships with customers. Case conferencing will occur if appropriate releases are on file with the CoC Coordinator.

The CoC Coordinator will use the information gleaned from the meeting to update the list and track housing outcomes.

In between meetings Housing Providers will provide copies of letters regarding the outcome of reaching out to a customer on the community list during an opening. The letter must document if the customer has declined or was found to be ineligible for the vacancy, if ineligible the letter must detail the reason. If a member cannot attend the update meeting they must email any updates to the CoC Coordinator prior to the meeting.

If a consumer cannot be reached and has no connection to a participating agency their name will be placed on an inactive list after twelve months. This list will be reviewed quarterly to see if any participating agencies have any updates. Due to the length of time of inactivity a new release will be needed and an updated assessment completed.

**Special Populations**

**Veterans**

Consumers who identify as veterans and who have served in any capacity in the Armed Forces should immediately be referred to Soldier On, who can assist with housing and other service needs. Soldier On should notify the CoC Coordinator when/if they have successfully housed a consumer that had been referred to their agency via the coordinated assessment process.

**Victims of Domestic Violence**

Survivors of domestic violence cannot be denied a spot on the community wait list, and can opt to have their name shared or to be issued a reference number. CAT staff who are administering the assessment should make immediate referrals to the Advocacy Center to connect the consumer with resources and potential emergency shelter,

**Youth**

Consumers between the ages of 16-24 should be assessed using Tab 5 of the assessment workbook, the Youth VI Tool. Once a consumer is referred to the list, unless otherwise noted, the CoC Coordinator will make an immediate contact with the Learning Web so the Learning Web can attempt to contact the consumer to connect them with non-housing services.

Consumers with special needs who present to a CAT agency may need to be directed to specific resources that are not covered in this manual or through the standardized assessment. CAT staff are encouraged to confer with their program supervisor and CAT member to ensure proper referrals are made and documented.

It is extremely important that veterans are connected to the appropriate hotline phone numbers after hours. Consumers, case workers or assessment staff can contact 211 after-hours for access to the phone number, as well as refer to the screening questions on the assessment tool for the numbers to Soldier On.

**Post-Referral Procedure**

Once successfully placed in a program, the consumer will be connected to a case manager to assist in other service needs and will be moved to “Housed” status on the list. The housing provider is responsible for notifying the CoC Coordinator and completing the appropriate HMIS data entry as part of the program intake process.

# DECLINED REFERRALS AND GRIEVANCE PROCEDURES

**Program Declines Referral**

In the instance a program declines a referral from the CoC coordinator, the program must provide written justification to the CoC that corresponds to one of the below stated reasons:

1. The person does not meet the program's eligibility criteria;
2. The person would be a danger to others or themselves if allowed to stay at this particular program; and
3. The person has previously caused serious conflicts within the program (e.g. was violent with another consumer or program staff).

If the program determines a consumer is ineligible for their program after the referral from the CoC Coordinator, the consumer will be kept on the wait list, but removed from that program referral option.

Programs that refuse more than three (3) consumers in a 12 month period will have their criteria reviewed by the Coordinated Assessment Team.

**Consumer Declines Referral**

CAT staff, through the administration of the standardized assessment tool and discussion with the consumer, should attempt to meet each consumer's needs while also respecting community-wide prioritization standards. Every effort should be made to engage the consumer in appropriate programs. However, consumers have the right to refuse interventions they feel do not fit their needs. While consumer choice will be honored, the CoC has the right to limit the number of program refusals any consumer can have per episode of homelessness. If a consumer continuously declines housing options the CAT will try to identify and find solutions to the barrier. The CoC Coordinator must be provided with a copy of the notice issued to the declining consumer.

**Provider Grievances**

Providers should address any concerns about the process to the CoC Coordinator unless they believe a consumer is being put in immediate or life-threatening danger, in which case they should deal with the situation immediately. The CoC Coordinator will discuss the issue with the Coordinated Assessment Team Chair. If a solution cannot be determined the Chair will arrange for the provider's representative to attend the next CAT meeting to resolve the issue. If a more immediate resolution is needed, the Chair will be in charge of determining the best course of action. The Chair will provide a written summary of the Team's decision regarding the grievance that will be sent to the provider filing the grievance.

**Consumer Grievances**

The CAT staff member will address any complaints by consumers as best they can when problems arise. Complaints that should be addressed directly by the CAT staff member or staff supervisor include complaints about how the consumer was treated by assessment staff, assessment center conditions, or violation of confidentiality agreements. Any other complaints will be referred to the CoC Coordinator and the CAT chair. The CAT will be brought in to identify solutions as appropriate. Any complaints filed by a consumer will include the consumer's name and contact information so the Chair can contact them and ask them to attend a team meeting to discuss the grievance. The Chair will provide a written summary of the Team's decision regarding the grievance that will be sent to the consumer.

# GOVERNANCE

**Roles and Responsibilities**

The coordinated assessment process will be governed by the Coordinated Assessment Team (CAT) of the CoC. This group will be responsible for:

- Investigating and resolving consumer and provider complaints or concerns about the process, other than declined referrals (which will be dealt with using the process described on page 19);
- Providing information and feedback to the CoC, CoC Governance Council, and the community at-large about coordinated assessment;
- Evaluating the efficiency and effectiveness of the coordinated assessment process;
- Reviewing performance data from the coordinated assessment process;
- Identify changes or improvements to the process based on performance data;
- Review grievances received from providers and/or consumers.

**Policies and Procedures**

<u>CAT Composition</u>

The Coordinated Assessment Team will include the following seats:

- CoC Coordinator;
- Permanent Supportive Housing Program Staff;
- Street outreach staff;
- Veteran services representative;
- Youth services representative;
- Mental health representative;
- Tompkins County DSS Special Services representative;
- Emergency shelter staff representative

Other seats that may be included in future iterations of the committee are faith-based organizations, substance use service providers, school system representatives, and front-line staff in service organizations.

CAT Chair

The Team will have a chair. The chair will be responsible for:

- Putting together an agenda for each meeting, based on communications or agenda items submitted by providers or consumers;
- Serving as the point of contact for anyone seeking more information or having concerns about the coordinated assessment process; and
- Monitoring HUD regulations and facilitating updates as needed

The chair will be chosen by majority vote within the Coordinated Assessment Team annually at the January meeting.

*Expectations of Members*

To remain in good standing and be allowed to participate as members of the Coordinated Assessment Team, all members must attend at least 75 percent of meetings. The chair must attend 90 percent of meetings. Meetings will take place at least once a month, more if determined necessary.

*Term Length and Limits*

Each organization listed as a designated CAT organization commits to having a member seated on the committee at all times.

*Meeting Schedule and Agenda*

The CAT will meet at least monthly to review actual assessments and referrals made through coordinated assessment and monitor the spreadsheet placements and outcomes. CAT will hold a special meeting once quarterly to conduct a review overall process. Community stakeholders will be invited to the quarterly meeting.

*Voting Procedures*

The CAT Chair will facilitate decision making activities at monthly Process Meetings**.** The group will make decisions based on consensus and majority vote. Any decisions that need to be reached and a meeting is not possible will be done via group email.

Decisions made at meetings are made based on a majority vote by CAT members present at the meeting the decision is required. Any decisions that would lead to a modification of the coordinated assessment process, including changes to the standardized assessment tool must be approved by majority vote. Any changes to the policies and procedures must be approved by majority vote.

*Conflicts of Interest*
If at any point a provider or consumer wishes to address a complaint or grievance with a provider or agency that is a representative on the CAT, that particular representative must recuse themselves from participating in those proceedings or voting on the outcome of that particular issue.

*Review of Coordinated Assessment Committee Policies and Procedures*
The policies and procedures governing the CAT will be contained in a document made available to the CoC Governance Committee, if requested.

# EVALUATION

**Process of Evaluation**

The Ithaca/Tompkins County CoC will revisit the Coordinated Assessment System and standardized assessment tool annually to ensure the tool is aligned with the CoC and HUD priorities. The standardized assessment tool being used at intake will be updated to reflect any changes to the priority groups. The Coordinated Assessment Team will be responsible for ensuring changes and updates are distributed to the CAT agencies and larger CoC.

Evaluation will include the following:

1. **A monthly review of the coordinated assessment process.** The CAT will review the system flow monthly. The team will identify any barriers in the system and discuss potential solutions. Community feedback will be shared. HUD best practices discussed. These meetings are called Process Meetings.
2. **Quarterly review of coordinated system metrics:** The CAT will review system performance and outcomes quarterly. The team will review housing placements, length of time on the community waiting list and review those remaining on the list for extended periods of time as part of a housing gaps analysis.
3. **A verbal report will be issued to the community every six months on coordinated assessment system outcomes.** This oral report will include trends from the data collected by the CoC Coordinator, including the total number of assessments and referrals made, successes to be shared, and a note from the Chair on the progress of the system. These reports will be made at CoC meetings and at Homeless Housing Task Force meetings by invitation.
4. **An annual report on the coordinated assessment.** Major findings from this annual report should be presented at the CoC and Homeless & Housing Task Force meeting the month it is released by a member of the Team.

Program Eligibility

Transitional Housing | Permanent Supportive Housing | Rental Assistance

## TRANSITIONAL HOUSING PROGRAMS

| PROGRAM TYPE | Organization Name | Project Name | Project Description | Unit Type | Bed Type | Target Pop. A | Target Pop. B |
|---|---|---|---|---|---|---|---|
| Transitional Housing | Learning Web Youth Outreach | Transitional Supportive Housing and Housing Scholarship Program | 12-18 months for homeless youth age 16-24 who are homeless according to HUD definition Category 1,2,3,4. NOTE: Youth must engage with the Youth Outreach Independent Living Program prior to applying for the Housing Scholarship Program. | Scattered site apartments | Studio, 1 or 2 bedroom apartments | All youth age 16-24 | |
| Transitional Housing | Catholic Charities | A Place to Stay | Currently homeless or who have had three (3) episodes of homelessness in the past year. Also accepts "couch surfers" Participant must be in treatment and absent of drugs or alcohol. Participant must be willing to participate in group and individual meetings. | 4 project based SROs | single rooms | Single women, 18+ | |
| Transitional Housing | Opportunities, Alternatives and Resources (OAR) | Endeavor House | Transitional suportive housing for men 18+ returning from jail or prison | 4 project based SROs | single rooms | Single men 18+ | |
| Transitional Housing | TC DSS | STEHP Rapid Rehousing | Rental assistance up to 12 months for persons who are either living on the streets or in emergency shelter. Must have a current or anticipated source of income. Program requires that participants begin to contribute 25% of rent after three months, 50% at six months and 75% at nine months | N/A | N/A | Chronically Homeless | |

## PERMANENT SUPPORTIVE HOUSING PROGRAMS

| PROGRAM TYPE | Organization Name | Project Name | Project Description | Unit Type | Bed Type | Target Pop. A | Target Pop. B |
|---|---|---|---|---|---|---|---|
| Permanent Supportive Housing | Tompkins Community Action | Magnolia House | PSH for single adults w/child or a unification plan in place who are in recovery from substance abuse. Must be experiencing homelessness immediately prior to moving in. Must be eligible for Housing Choice Voucher (Section 8) | Project based apartments | Enhanced Studio apartments | Chronically Homeless | |
| Permanent Supportive Housing | Tompkins Community Action | Chartwell House | PSH for men in recovery or with disability. Must be experiencing homelessness immediately prior to moving in. Must be eligible for Housing Choice Voucher (Section 8) | Project based efficiency apartments | efficiency apartments | Men 18+ | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Permanent Supportive Housing | Tompkins Community Action | Corn Street Apartments | PSH for homeless youth who are pregnant or parenting. Head of household must be between the age of 18-24. Must be experiencing homelessness immediately prior to moving in. Must be eligible for HCV (S8) | Apartments | 1 or 2 bedroom apartments | Pregnant or parenting 18-24 | |
| Permanent Supportive Housing | Tompkins Community Action | Amici House | PSH for youth 18 to 25 years old. Must be experiencing homelessness immediately prior to moving in. Household must be at 30% AMI, units have built in rental subsidy to remain affordable. | Apartments | Enhanced Studio apartments | Youth experiencing homelessness age 18-25, may be single, couples with or without children | |
| Permanent Supportive Housing | Lakeview Health Services | Lakeview SROs | Must have a serious, diagnosed mental illness. Individuals must be homeless immediately prior to moving in. | Project based efficiency apartments | SROs | Adults 18+ | |

## RENTAL ASSISTANCE PROGRAMS

| PROGRAM TYPE | Organization Name | Project Name | Project Description | Unit Type | Bed Type | Target Pop. A | Target Pop. B |
|---|---|---|---|---|---|---|---|
| Rental Assistance | Soldier On | | Veterans who have been discharged from military service, with exceptions to those who have been **dishonorably** discharged. Eligible veterans must have at least one day of active service, other than training. Clients must be resident of counties within Central NY. Eligible clients must have less than 50% of the AMI (area median income) | | | | |
| Rental Assistance | Catholic Charities | Bridge the Gap | Clients who are not matched with any supportive housing projects, and who meet eligibility requirements for tenant based rental assistance. | Apartments | dependent on family size | Adults 18+ | |
| Rental Assistance | Tompkins Community Action | Tenant Based Rental Assistance | Households must be at or below 30% AMI, be sleeping outside or an area not meant for habitation or have an extended emergency shelter stay beyond 45 days. Must be eligible for Section 8 (no sanction) | Apartments | Studio or 1 bedrooms or 2 bedrooms | Chronically Homeless Adults 18+ or those staying in places not meant for habitation | |

# Additional Resources

## CURRENT OR FORMERLY INCARCERATED INDIVIDUALS

| Agency | Address | Phone Number | Description | Eligibility |
|---|---|---|---|---|
| **Multicultural Resource Center: Ultimnate Re-Entry Program** | 615 Willow Ave | 607-272-2292 | Mentor program tha can provide support to formerly incarcerated persons living in Tompkins County. | TC residents currently or previously incarcerated |
| **Opportunities, Alternatives and Resources (OAR)** | 910 W. State St | 607-272-7885 | Advocacy and referral center that cam help with housing, applying for benefits, etc. Drop-in center with information, phones and computer available | TC residents currently or previously incarcerated |

## VETERANS

| | | | | |
|---|---|---|---|---|
| **US Dept of Veteran's Affairs** | 800 Irving Av., Syracuse | 877-424-3838 | Provides referral to local VA medical center's for homeless & housing coordinator, refer to local shelters, employment,e tc.. | Individuals who have served in the US military |
| **Soldier On** | Mobile- Case worker will travel to vet | 866-406-8449 | Case management and financial assistance, primarily for housing (1st month's rent, security deposits, arrears, moving assistance) | Income, discharge status and homeownership eligibility guidelines apply |

## FINANCIAL ASSISTANCE

| | | | | |
|---|---|---|---|---|
| DSS- Department of Social Services | 320 W. State St | 607-273-5038 | SNAP assistance (food stamps), medical assistance, housing services, cash benefits, child care, child support, emergency shelter, moving expenses (in emergency cases) | Individuals/families with an emergency need for housing/food/temporary assistance |
| **Catholic Charities** | 324 W Buffalo | 607-275-5062 | Limited emergency financial help with security deposits and utilities | Serves all people in need who live in TC |

## LEGAL ASSISTANCE

| | | | | |
|---|---|---|---|---|
| Law NY | | | Help with housing issues, such as evictions and foreclosures or problems with public or other subsidized housing including Section 8; issues with benefits (public assistance, food stamps, UW benefits, SSI) | Low-income residents of TC and Tioga County. No criminal cases. Cannot help with traffic |

| | | | | |
|---|---|---|---|---|
| **INDEPENDENT LIVING SKILLS (YOUTH)** | | | | |
| **Learning Web Youth Outreach** | 330 West State Street | 607-272-8162 | Offering intensive case management to address issues ranging from housing, employment, education, parenting, home keeping, managing finances, to all of the components of independent living | Homeless and transient youth age 16-24 (including couch surfers). |
| **DOMESTIC VIOLENCE** | | | | |
| **The Advocacy Center** | No physical address listed. | Phone: 607-277-3203<br>Hotline: 607-277-5000 | Offers services to help reduce the trauma that resultsfrom domestic violence, sexual assault and child sexual abuse; crisis intervention; shelter at a safe house; legal advocacy; support groups and empowerment classes; safety planning, etc… | Survivors and families of survivors of domestic violence, sexual assault, and child sexual abuse. |
| **RENTAL ASSISTANCE** | | | | |
| **Tompkins Community Action :Housing Choice Voucher Program** | 701 Spender Rd | 607-273-8816 | Provides rental assistance to income-eligible households and individuals. An application must be completed. There is usually a 12-month wait list before acceptance into the program. | Income eligible individuals and families |
| **Ithaca Housing Authority: Housing Choice Voucher Program** | 798-800 South Plain Street | 607-273-8629 | Public housing agency that provides rental assistance to income-eligible households and individuals. An application must be completed. There is usually a 12-month wait list before acceptance into the program. | Income eligible individuals and families |
| **HEALTH CARE** | | | | |
| **Ithaca Health Alliance and Ithaca Health Fund** | 521 W Seneca St | 607-330-1253 | Provides 100% free healthcare service sto the un- and under-insured residents of Tompkins County and the surrounding region. The Ithaca Health Fund provides financial assistance in meeting the costs of health care. Through the Fund, IHA provides grants that can help with specific categories of preventive and emergency healthcare expenses. | Un-insured and under-insured residents of Tompkins County and the surrounding regions |

**NY-510 Continuum of Care Coordinated Assessment Team**
**Multiple Party Release Form**
**Authorization for Release and Disclosure of Confidential Information**

I,_____, do hereby authorize consent to release of information and communication between and among the following Tompkins County Coordinated Assessment partnering agencies: (page 2)

The extent of the information to be released and disclosed is information obtained during the Coordinate Assessment screening: demographic information, housing information, housing barriers, household composition. The purpose and need to disclose the above information is to facilitate referral to appropriate housing program in the community and placement on the community wide waiting list.

**I understand that I am consenting to the release of information that is otherwise specifically excluded from release under the law.** For example, any information pertaining to alcohol and drug abuse patient records is protected by Federal Regulation 42 CFR, Part 2 "Confidentiality of Alcohol and Drug Abuse Patient Records" and cannot be disclosed without my written consent unless otherwise provided for in regulations. In addition, any medical information contained in records at the Tompkins County Sheriff's Office is protected by HIPPA regulations and cannot be released without my expressed written consent.

I understand that this consent will remain in effect for **one year after signature** or upon my written revocation.

I understand that the designated agency may not disclose any of this information beyond the above listed agencies unless I give prior consent in writing.

## Multiparty Release: CAT Agencies

| | |
|---|---|
| Opportunities and Resources (OAR) | Catholic Charities |
| The Learning Web | St. John's Community Services |
| The Advocacy Center | Lakeview Health Services |
| Tompkins Community Action | Tompkins County Mental Health Department |
| Tompkins County DSS- Special Services Unit | Cayuga Medical Center- Behavioral Services Unit |
| Cayuga Addiction Recovery Services (CARS) | Tompkins/Cortland 211 |
| Soldier On | Veterans Affairs (U.S. Dept. of) |
| Loaves and Fishes of Tompkins County | Child Development Council |
| Ithaca Housing Authority | Family and Children's Service of Ithaca |

Southern Tier AIDS Program/ Souther Tier Care Coordination

_____ _____

**Client Signature** **Witness Name**
**(print and sign- include agency)**

_____ _____

Date Date

# COORDINATED ASSESSMENT SCREENING QUESTIONS

Date:

Release signed? ☐ **RELEASE MUST BE SIGNED PRIOR TO ASSESSMENT**

| SCREENING QUESTIONS | YES/NO |
|---|---|

## ARE YOU CURRENTLY HOMELESS OR DO YOU THINK YOU WILL BECOME HOMELESS WITHIN THE NEXT 14 DAYS ☐

Homeless is defined as living:

In a place not meant for human habitation
In an emergency shelter
In transitional housing
**OR**
exiting an institution where you stayed for up to 90 days and were in a shelter or place not meant for human habitation beforehand

***If under age 25, couch-surfing qualifies as homeless. Administer YOUTH VI TOOL***

## ARE YOU INTERESTED IN RECEIVING HOMELESSNESS ASSISTANCE SERVICES? ☐

If client answers "**NO**" , do not continue with the assesment. Refer to "ADDITIONAL RESOURCES"

## HAVE YOU MET WITH ANY AGENCY ABOUT YOUR HOUSING SITUATION? Did the consumer complete a questionnaire related to their housing situation or remember signing a BLUE RELEASE FORM? ☐

If client answers "**Yes**" to either question, do not complete the tool.
→ Contact agency where client says to have met with someone to determine whether client should still be assessed
**OR**

→ Contact CoC Coordinator to determine if client has been included on the wait list.

IF client is **not included** or **has not been assessed**, continue with the tool

## ARE YOU 24 YEARS OLD OR YOUNGER? ☐

If client answers "**YES**", use the YOUTH VI TOOL.
***Youth should always be referred to learning web youth outreach*** 330 West State Street 607-272-8162

## ARE YOU FLEEING OR ATTEMPTING TO FLEE DOMESTIC VIOLENCE ? ☐

If the client answers "**Yes**", assess whether they are comfortable completing the questionnaire and inform client they may have to consent to the release of SOME identifying information.

Immediately refer to the **ADVOCACY CENTER** for additional support services and shelter options at **607-277-3203**

If client refuses, refer immediately to **The Advocacy Center 607-277-3203**

## HAVE YOU SERVED IN THE ARMED FORCES IN ANY CAPACITY? ☐

If the client answers "**Yes**", make a referral to the **Soldier On** intake hotline immediately.
**Soldier On 866-406-8449**
Veterans who do not wish to seek homeless services should still be referred to Soldier On.

# Coordinated Assessment Tool Script

This assessment asks very private and personal questions about your current situation. I do not share these answers with anyone. I use the information you provide now to identify housing resources and options so when your name is added to the community waiting list (first name and last initial only) you will be considered for all the housing options that you might be eligible for. If that program has an opening you will be contacted by that program. You can always decline anything that is offered.

1.) **Date** _____

2.) **Name** _____

3.) **Contact info (phone/mailing address/contact person)**

_____

4.) **Gender/Race (client self-identify)** _____

5.) **What is your date of birth?** _____

6.) **Have you served in the military?** _____

7.) **Tell me about where you have lived the last three years- (if homeless, ask how long each episode)**

8.) **Do you have any dependents? (if yes, ask age and gender)** _____

9.) **If yes, are they in your care at this time?** _____

10.) **Where did you sleep most frequently in the past month?**

11.) **Have you been diagnosed with a mental condition? Do you have support?**

_____

12.) **Do you struggle with substance use? Do you have any support?**

_____

13.) **Do you have any mobility impairments that make it hard to complete activities of daily living?**

_____

14.) **Do you have any chronic illness? Do you have a primary doctor or support?**

_____

15.) **Do you have anyone working with you to find housing and food options? Who?**

16.) **Are you currently fleeing violence or victimization? (DV, sexual exploitation or violence, community violence, interpersonal)**

_____

**17.) Do you have any income? If so, what is it and how often do you receive it?**

---

**18.) Do you have friends or family that help you? Can you stay with them? Is that a safe option?**

---

**19.) Have you participated in any housing or treatment programs before? How did you leave? (Graduate? Eviction? Leave voluntarily?)**

**20.) Have you been to the ER, hospital, or psychiatric facility in the past 6 months? How many times?**

---

**21.) Have you had any police interaction in the last 6 months that had a negative impact on your housing? If yes, how long ago?**

**22.) Have you been part of the Criminal Justice System? (Jail, Prison, Probation, Parole) If yes, how long ago was your release?**

# ADULT VULNERABILITY ASSESSMENT 25YO+

CLIENT Name (Include Nickname): _____

GENDER (SELF IDENTIFY): _____

AGE & BIRTHDAY:

Clear Entries

Chronic Homeless Definition

| **RATING FACTOR** (ANSWER EVERY QUESTION TO THE BEST OF YOUR ABILITY. INCOMPLETE OR INCORRECT ANSWERS MAY RESULT IN INCORRECT SCORE, PLACEMENT ON THE LIST OR PROGRAM REFERRAL) | **POINTS VALUE** | | **POINTS AWARDED** |
|---|---|---|---|
| **AGE AND VETERAN STATUS** | | | |
| 62 years old or older | 2 | | |
| Did you serve in the Armed Forces in any capacity? | 2 | | |
| **HOMELESS HISTORY** | | | |
| **LENGTH OF TIME HOMELESS** | **Possible** | | **Actual** |
| First time homeless, for less than 3 month | 1 | | |
| More than 3 months, but less than 6 months, or more than 1 episode of homelessness | 2 | | |
| 6 months or more of continous, or cumulative homelessness | 3 | | |
| 4 times or more in 3 years, with LESS than 1 year total | 4 | | |
| 1 year or more, or 4+ times in 3 years, with a cumulative total of 1 year or more | 5 | | |
| **WHERE DID YOU SLEEP MOST FREQUENTLY IN THE PAST MONTH?** | **Possible** | | **Actual** |
| Living with family or friends, or in own housing | 0 | | |
| Living in a shelter, transitional housing or safe haven | 1 | | |
| Living on the streets, abandoned buildings, or locations not meant for human habitation (car, encampment, parks, etc…) | 2 | | |
| **HEALTH HISTORY** | | | |
| **HAVE YOU OR SOMEONE IN YOUR FAMILY BEEN DIAGNOSED WITH A MENTAL HEALTH CONDITION? A SUBSTANCE ABUSE CONDITION? (IF NOT DIAGNOSED, DO YOU OBSERVE A MENTAL HEALTH CONDITION AND/OR A SUBSTANCE ABUSE CONDITION) IF YES, IS IT MANAGED?** | | | **Total** |
| No admitted or observed mental health | 0 | | |
| Diagnosed with a mental health condition or strong observation; condition currently managed | 1 | | |
| Diagnosed with a mental health condition, or strong observation; condition currently NOT managed | 2 | | |
| No admitted or observed substance abuse condition | 0 | | |
| Diagnosed with a substance abuse condition or strong observation; condition currently managed | 1 | | |
| Diagnosed with a substance abuse condition, or strong observation; condition currently NOT managed | 2 | | |
| **HAVE YOU OR SOMEONE IN YOUR FAMILY HAVE A MOBILITY IMPAIRMENT AND/OR CHRONIC HEALTH ISSUE? IF YES, ARE YOU ABLE TO PERFORM ACTIVITIES OF DAILY LIVING?** | **Mobility impairment** | **Chronic health** | **Total** |
| No admitted or observed mobility impairment and/ or chronic illness | 0 | 0 | |
| Has mobility impairment and/or chronic health condition but able to work and/or perform activities of daily living | 1 | 1 | |
| Has mobility impairment and/or chronical health condition that limits ability to work and/or perfrom activities of daily living | 2 | 2 | |

# ADULT VULNERABILITY ASSESSMENT 25YO+

CLIENT Name (Include Nickname): _____

GENDER (SELF IDENTIFY): _____

AGE & BIRTHDAY:

Clear Entries

Chronic Homeless Definition

| **RATING FACTOR** (ANSWER EVERY QUESTION TO THE BEST OF YOUR ABILITY. INCOMPLETE OR INCORRECT ANSWERS MAY RESULT IN INCORRECT SCORE, PLACEMENT ON THE LIST OR PROGRAM REFERRAL) | **POINTS VALUE** | **POINTS AWARDED** |
|---|---|---|
| **PROGRAM/ INSTITUTIONAL HISTORY** | | |
| **Do you have another case manager or care coodinator you are currently working with?** | | |
| No need of professional support | 0 | |
| Has some current support, and/or treamtn in place with additional services needed | 1 | |
| In need of professional support and/or treatment, but it is not in place | 2 | |
| **Can you describe how you left other programs? (housing, treatment, etc..)** | | |
| Successfully graduated from programs or has never participated in any supportive programs | 0 | |
| Single termination from one program | 1 | |
| Multiple terminations from multiple programs | 2 | |
| **How many times have you or someone in your family been to the ER, hospital, jail and/or psychiatric facility?** | | |
| No instance of ER, hospital, jail and/pr psych facility use in the past 6 months | 0 | |
| Single instance of ER, hospital, jail and/pr psych facility use in the past 6 months | 1 | |
| Multiple instances of ER, hospital, jail and/pr psych facility use in the past 6 months | 2 | |
| **Have you or someone in your family had contact with the foster care system due to issues with your housing or living situation?** | | |
| No stated history with foster care system | 0 | |
| Stated history with foster care system | 1 | |
| **Have you or someone in your family had any police interaction where it would have a negative effect on your housing or living situation?** | | |
| No stated history of police interaction | 0 | |
| Stated history of police interaction OR no police interaction in the past **90 days** | 1 | |
| Stated history of police interactio (arrest or detainment) in the oast **60 days** | 2 | |
| **Have you ever been part of the criminal justice system? This includes jail, prison, probation or parole.** | | |
| No current history of jail, prison, probation or parole | 0 | |
| Released from jail, prison, probation or parole in the past **2 years** | 1 | |
| Released from jail, prison, probation or parole in the past **1 year** | 2 | |

# ADULT VULNERABILITY ASSESSMENT 25YO+

CLIENT Name (Include Nickname): _____

GENDER (SELF IDENTIFY): _____

AGE & BIRTHDAY:

Clear Entries

Chronic Homeless Definition

| **RATING FACTOR** (ANSWER EVERY QUESTION TO THE BEST OF YOUR ABILITY. INCOMPLETE OR INCORRECT ANSWERS MAY RESULT IN INCORRECT SCORE, PLACEMENT ON THE LIST OR PROGRAM REFERRAL) | **POINTS VALUE** | **POINTS AWARDED** |
|---|---|---|
| **PERSONAL HISTORY** | | |
| **Is your family able to help you?** | | **Total** |
| Healthy family relationship with ability to help | 0 | |
| Healthy family relationship that does not have the ability to support | 1 | |
| No family or unhealthy relationship that do not provide support- | 2 | |
| **What is your income?** | | **Total** |
| Your income is more than 30% of 2018 AMI | 0 | |
| Your income less than 30% of 2018 AMI | 1 | |
| You have **no income** | 2 | |
| **Do you have any dependents?** | | |
| Single individual without children | 0 | |
| Family with children not currently in their care | 1 | |
| Family with children in their care | 2 | |
| **Total Adult VI Score** | **Total** | 0 |

**Click to fill out Program Referral**

# YOUTH VULNERABILITY ASSESSMENT 24 YEARS OLD AND YOUNGER

CLIENT Name (Include Nickname): _____

GENDER (SELF IDENTIFY): _____

AGE & BIRTHDAY:

Clear Entries

**RATING FACTOR** (ANSWER EVERY QUESTION TO THE BEST OF YOUR ABILITY. INCOMPLETE OR INCORRECT ANSWERS MAY RESULT IN INCORRECT SCORE, PLACEMENT ON THE LIST OR PROGRAM REFERRAL)

## HOUSING SITUATION

| **Are you currently sleeping in the shelter, Advocacy Center or a place not meant for habitation (NOT couch-surfing)** | **Yes** | **No** | **Total** |
|---|---|---|---|
| Yes or No | 21 | 0 | |
| **Are you currently fleeing violence or victimization (DV, parental abuse, sex trafficking, community violence, etc…)** | **Yes** | **No** | **Total** |
| Yes (52 points) | 52 | 0 | |
| No, but I feel unsafe where I am staying (50 points) | 50 | 0 | |
| No, I am currently not fleeing violence or victimization (0 points) | | 0 | |
| **Are you currenlty living in housing where you cannot remain?** | **Yes** | **No** | **Total** |
| Yes or No | 1 | 0 | |
| **Have you ever been homeless because you ran away from home or were made to leave your family home, group home or foster home** | **Yes** | **No** | **Total** |
| Yes or No | 1 | 0 | |
| **Have you ever been part of the foster care system** | **Yes** | **No** | **Total** |
| Yes or No | 1 | 0 | |
| **Before your 18th birthday, did you spend any time in jail or detention centers?** | **Yes** | **No** | **Total** |
| Yes or No | 1 | 0 | |
| **In the past, have you ever become homeless because there was violence at home between family members?** | **Yes** | **No** | **Total** |
| Yes or No | 1 | 0 | |
| **Have you ever become homeless because you had different values/morals/ethics than your parent (s) / guardian(s)/caregiver (s)** | **Yes** | **No** | **Total** |
| Yes or No | 1 | 0 | |

## YOUTH VULNERABILITY ASSESSMENT 24 YEARS OLD AND YOUNGER

CLIENT Name (Include Nickname): _____

GENDER (SELF IDENTIFY): _____

AGE & BIRTHDAY:

Clear Entries

**RATING FACTOR** (ANSWER EVERY QUESTION TO THE BEST OF YOUR ABILITY. INCOMPLETE OR INCORRECT ANSWERS MAY RESULT IN INCORRECT SCORE, PLACEMENT ON THE LIST OR PROGRAM REFERRAL)

**Health History**

| **Are you currently pregnant or a custodial parent?** | **Yes** | **No** | **Total** |
|---|---|---|---|
| Yes or No | 10 | 0 | |
| **Have you ever been pregnant or gotten someone pregnant?** | **Yes** | **No** | **Total** |
| Yes or No | 1 | 0 | |
| **Did you use marijuana before the age of 13?** | **Yes** | **No** | **Total** |
| Yes or No | 1 | 0 | |
| **Do you use alcohol or drugs in a way that seriously affects your ability to meet life obligations? reported &/or observed?** | **Yes** | **No** | |
| Yes or No | 1 | 0 | |
| **Do you have significant health/ behavioral, functional impairments that require significant support and/or high utilization of crisis/ emergency services (hospital, emergency room, psychiatric facility, rehab center, or jail)? Reported or observed** | **Possible** | | **Actual** |
| No | 0 | | |
| Not currently, but in the past six months | 1 | | |
| Yes, in the last 30 days | 2 | | |

| **Total Youth VI Score** | **Total** | 0 |
|---|---|---|

Click to fill out Program Referral

# EMAIL REFERRAL TEMPLATE

CLIENT Name (Include Nickname): _____

Gender _____

Age & Date of Birth _____

HH size (include age & gender of dependents) _____

Client contact (PH & email) _____

Referring Agency/Worker _____

Referring caserworker _____

Referral date _____

| Adult VI SCORE | Youth VI SCORE |
|---|---|
| 0 | 0 |

| SPECIAL POPULATION STATUS | |
|---|---|
| ☐ | CHRONIC HOMELESS: Homeless for 1 year or more OR 4+ times in 3 years, totaling 1 year or more AND has a disabling condition (mental health, substance abuse, chronic health issue and/or physical impairment) |
| ☐ | YOUTH |
| ☐ | RETURNING FROM JAIL OR PRISON |
| ☐ | VETERAN |
| ☐ | FOSTER CARE INVOLVEMENT |
| ☐ | LGBTQ |
| ☐ | DOMESTIC VIOLENCE |

| RACE/ETHNICITY | |
|---|---|
| ☐ | BLACK/ AFRICAN AMERICAN |
| ☐ | WHITE |
| ☐ | NATIVE AMERICAN/ ALASKAN NATIVE |
| ☐ | NATIVE HAWAIIN OR OTHER PACIFIC ISLANDER |
| ☐ | ASIAN |
| ☐ | HISPANIC OR LATINO (ETHNICITY) |

# EMAIL REFERRAL TEMPLATE

CLIENT Name (Include Nickname): _____

Gender _____

Age & Date of Birth _____

HH size (include age & gender of dependents) _____

Client contact (PH & email) _____

Referring Agency/Worker _____

Referring caserworker _____

Referral date _____

| Adult VI SCORE | Youth VI SCORE |
|---|---|
| 0 | 0 |

| SPECIAL POPULATION STATUS | |
|---|---|
| ☐ | Other (please describe): |

| PROGRAM REFERRAL | |
|---|---|
| ☐ | **TCAction Magnolia House**<br>PSH for women (w/ child 0-6 yo, if appropriate) in recovery from substance abuse. Must be experiencing homelessness immediately prior to moving in. Must be eligible for Housing Choice Voucher (Section 8). Target population: Women with child 18+ |
| ☐ | **TCAction Chartwell House**<br>PSH for men in recovery or with disability. Must be experiencing homelessness immediately prior to moving in. Must be eligible for Housing Choice Voucher (Section 8). Target population: Men 18+ |
| ☐ | **TCAction Corn St. Apartments**<br>PSH for homeless youth who are pregnant or parenting. Head of household must be between the age of 18-24. Must be experiencing homelessness immediately prior to moving in. Must be eligible for HCV (S8). Target population: Pregnant or parenting 18-24 |
| ☐ | **TCAction Tenant Based Rental Assistance**<br>Clients who are not matched with any supportive housing projects and who meet the TCA eligibility criteria. Target population: Chronically homeless adults 18+ |
| ☐ | **TCAction Amici House**<br>Youth experiencing homelessness age 18-25. May be single, couples, with or without children. Household must be below 30% AMI. |
| ☐ | **Lakeview Health Services**<br>Must have a serious, diagnosed mental illness. Individuals must be homeless immediately prior to moving in. Target population: Adults 18+ |
| ☐ | **Catholic Charities A Place to Stay**<br>Currently homeless or who have had three episodes of homelessness in the past year. Also accepts "couch surfers". Participants must be in treatment and absent of drugs or alochol; be willing to participate in group and individual meetings. Target population: Single women, 18+ |

# EMAIL REFERRAL TEMPLATE

CLIENT Name (Include Nickname): _____ Client contact (PH & email) _____

Gender _____ Referring Agency/Worker _____ **Adult VI SCORE** 0 **Youth VI SCORE** 0

Age & Date of Birth _____ Referring caserworker _____

HH size (include age & gender of dependents) _____ Referral date _____

| | SPECIAL POPULATION STATUS |
|---|---|
| ☐ | **Opportunities, Alternatives and Resources (OAR)- Endeavor House**<br>Transitional suportive housing for men 18+ returning from jail or prison. Target population: Single men 18+ |
| ☐ | **TC DSS STEHP RAPID REHOUSING**<br>Chronically Homeless - Participants must have a current or anticipated source of income. Program requires that participants begin to contribute 25% of rent after three months, 50% at six months and 75% at nine months |
| ☐ | **Learning Web Youth Outreach**<br>12-18 months for homeless youth age 16-24 who are homeless according to HUD definition Category 1,2,3,4. NOTE: Youth must engage with the Youth Outreach Independent Living Program prior to applying for the Housing Scholarship Program. Target population: All youth age 16-24 |
| | **IMMEDIATE REFERRALS MADE** |
| ☐ | DEPARTMENT OF DSS |
| ☐ | SECTION 8 |
| ☐ | EMEREGENCY SHELTER |
| ☐ | VETERANS AFFAIRS/ SOLDIER ON |
| ☐ | ADVOCACY CENTER |
| ☐ | LEARNING WEB YOUTH OUTREACH |
| ☐ | Other (please describe): |

Clear Entries

1E-1: 15-Day Notification Outside e-snaps Projects Accepted and Ranked

The following projects were accepted and ranked as follows:

1. Tompkins Community Action- Magnolia House
2. Tompkins Community Action- Chartwell House
3. Tompkins Community Action- Amici House
4. Tompkins Community Action- Amici House Expansion
5. Lakeview Health Services- Lakeview SROs
6. Tompkins Community Action & Advocacy Center- TCA/AC RRH
7. Catholic Charities of Tompkins/Tioga- Joint TH-PH&RRH

HSC

Taylor Fellman <tfellman@hsctc.org>

# FY2019 Program Ranking Announcement

1 message

**Liddy Bargar** <lbargar@hsctc.org> Tue, Sep 3, 2019 at 10:05 AM
To: Lee Dillon <lee.dillon@tcaction.org>
Cc: Danielle Harrington <danielle.harrington@tcaction.org>, Taylor Fellman <tfellman@hsctc.org>, Kathy Schlather <kschlather@hsctc.org>

Hello Lee and Danielle,

The CoC is excited to announce it's project ranking for FY2019 Program Competition,

TCA projects have all been accepted and ranked in the following order.

1. TCAction Magnolia House
2. TCAction Chartwell House
3. TCAction Amici House
4. TCAction Amici House Expansion

The following project has been ranked in position 6 The second slot in Tier 2

6. TCAction/Advocacy Center RRH project.

Please also note that a cut of 3% ($4,554) was applied to the Amici House renewal project. Please let me know if I can answer any questions for you. I have attached the final ranking for your review.

I look forward to a positive year of collaboration!

--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

**Final Ranking.pdf**
506K

HSC

Taylor Fellman <tfellman@hsctc.org>

# Fwd: FY2019 Program Ranking Announcement

1 message

**Liddy Bargar** <lbargar@hsctc.org> Wed, Sep 4, 2019 at 9:10 AM
To: Taylor Fellman <tfellman@hsctc.org>

---------- Forwarded message ---------
From: **Liddy Bargar** <lbargar@hsctc.org>
Date: Tue, Sep 3, 2019 at 10:16 AM
Subject: FY2019 Program Ranking Announcement
To: Cathy Lovejoy <clovejoy@lakeviewmhs.org>
Cc: Kathy Schlather <kschlather@hsctc.org>

Hello Cathy,

Thank you for your renewal application for the FY2019 CoC Program Competition.

The Lakeview Health Services SRO PSH project has been raked in position 5. Please note that this project was also selected to absorb a 3% funding cut in the amount of $4,556.

I have attached the final ranking sheet for your review. Please let me know if I can answer any additional questions for you.

Best,

--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

**Final Ranking.pdf**
506K

HSC

**Taylor Fellman <tfellman@hsctc.org>**

# Fwd: FY2019 Program Ranking Announcement

1 message

**Liddy Bargar** <lbargar@hsctc.org> Wed, Sep 4, 2019 at 9:12 AM
To: Taylor Fellman <tfellman@hsctc.org>

---------- Forwarded message ---------
From: **Liddy Bargar** <lbargar@hsctc.org>
Date: Tue, Sep 3, 2019 at 10:10 AM
Subject: FY2019 Program Ranking Announcement
To: Lee Dillon <lee.dillon@tcaction.org>, Danielle Harrington <danielle.harrington@tcaction.org>, Heather Campbell <hcampbell@theadvocacycenter.org>
Cc: Kathy Schlather <kschlather@hsctc.org>

Hello Lee, Danielle and Heather

The CoC is excited to announce it's project ranking for the FY2019 Program Competition.

Thank you for your renewal application.

The TCAction/Advocacy Center RRH project has been ranked in position 6.

Please let me know if I can answer any questions for you. I have attached the final ranking sheet for your review.

Best,

--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

**Final Ranking.pdf**
506K

HSC

Taylor Fellman <tfellman@hsctc.org>

# Catholic Charities Notification

1 message

**Taylor Fellman** <tfellman@hsctc.org> Thu, Sep 12, 2019 at 10:30 AM
To: Taylor Fellman <tfellman@hsctc.org>

---------- Forwarded message ---------
From: **Liddy Bargar** <lbargar@hsctc.org>
Date: Tue, Sep 3, 2019 at 10:42 AM
Subject: FY2019 Program Ranking Announcement
To: Renee Spear <renee.spear@dor.org>, Michaela Cortright <Michaela.Cortright@dor.org>
Cc: Kathy Schlather <kschlather@hsctc.org>

Hello Renee,

Thank you for your submission to the FY2019 program competition. The committee enjoyed reading your proposal.

It was ranked in position 7. Unfortunately the amount of our annual renewal demand does not support us in being able to submit this project for funding this year.

We value your continued collaboration with the CoC. Please let me know if I can answer any questions.

Best,

--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

**From:** Liddy Bargar <lbargar@hsctc.org>
**Sent:** Wednesday, September 4, 2019 10:39 AM
**To:** Renee Spear <Renee.Spear@dor.org>
**Cc:** Michaela Cortright <Michaela.Cortright@dor.org>; Kathy Schlather <kschlather@hsctc.org>
**Subject:** Re: FY2019 Program Ranking Announcement

Hi Renee,

I believe that my earlier message is slightly unclear, partially because I wasn't completely certain of how we were going to handle our priority listing. The CoC found your application impressive and CCTT's project is ranked in the first position for CoC bonus funding and will be submitted to HUD for a potential award.

HUD rules for the program competition make it incredibly difficult to establish new projects as well as increase our County's Annual Renewal Demand (ARD). The projects that already receive CoC HUD funding are all super important projects and are the majority of our Permanent Supportive Housing projects. The only way to increase our ARD is to either reallocate from a low performing existing project, or earn the CoC bonus funding from HUD. This year all of the

renewals projects were all considered high performing and the committee did not feel it was acceptable to reallocate their much needed funding to a new project. The committee did choose your project as the best project to be submitted for the bonus funding and is hopeful that the CoC will be able to win that bonus in order to fund your project.

I want to be realistic in saying that it is unlikely we will get the bonus funding as most communities do not. If we are able to get your project through as a bonus it will increase our overall ARD and your project would become a renewal project in the years to come which positions it nicely for ongoing funding.

I hope this is clearer. I also want you to know that the CoC is impressed with Catholic Charities commitment to housing some of our communities most vulnerable individuals. I will continue to send you funding announcements (like the ESSHI grant I forwarded recently) for grants and programs I think CCTT would be eligible for. Please let me know if you have any additional questions.

Best,

1E-1: 15-Day Notification Outside e-snaps Projects Rejected or Reduced

1. The following project was rejected:
    a. The Salvation Army- Pathway of Hope
2. The following projects were reduced:
    a. Lakeview Health Services- Lakeview SROs
    b. Tompkins Community Action- Amici House

HSC

**Taylor Fellman <tfellman@hsctc.org>**

# Fwd: FY2019 Program Ranking Announcement.

1 message

**Liddy Bargar** <lbargar@hsctc.org> Wed, Sep 4, 2019 at 9:10 AM
To: Taylor Fellman <tfellman@hsctc.org>

---------- Forwarded message ---------
From: **Liddy Bargar** <lbargar@hsctc.org>
Date: Tue, Sep 3, 2019 at 10:48 AM
Subject: FY2019 Program Ranking Announcement.
To: <Stacy.McNeil@use.salvationarmy.org>, <Shaun.McNeil@use.salvationarmy.org>, Steve Vonderweidt <Steve.Vonderweidt@use.salvationarmy.org>, Kathy Schlather <kschlather@hsctc.org>

Hello Salvation Army Applicants,

Thank you for your submission to the FY2019 CoC Program Competition. The committee enjoyed reading your proposal.

Unfortunately the amount of annual renewal demands does not support us in being able to submit this application for funding.

We are excited about the prospect of increased collaboration with the CoC this year and look forward to working alongside your agency. Please let me know if I can answer any questions for you.

Best,
--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

**Final Ranking.pdf**
506K

HSC

**Taylor Fellman <tfellman@hsctc.org>**

# Fwd: FY2019 Program Ranking Announcement

1 message

**Liddy Bargar** <lbargar@hsctc.org> Wed, Sep 4, 2019 at 9:10 AM
To: Taylor Fellman <tfellman@hsctc.org>

---------- Forwarded message ---------
From: **Liddy Bargar** <lbargar@hsctc.org>
Date: Tue, Sep 3, 2019 at 10:16 AM
Subject: FY2019 Program Ranking Announcement
To: Cathy Lovejoy <clovejoy@lakeviewmhs.org>
Cc: Kathy Schlather <kschlather@hsctc.org>

Hello Cathy,

Thank you for your renewal application for the FY2019 CoC Program Competition.

The Lakeview Health Services SRO PSH project has been raked in position 5. Please note that this project was also selected to absorb a 3% funding cut in the amount of $4,556.

I have attached the final ranking sheet for your review. Please let me know if I can answer any additional questions for you.

Best,

--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

--
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Coordinator of Housing Initiatives
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lbargar@hsctc.org

**Final Ranking.pdf**
506K

HSC

Taylor Fellman <tfellman@hsctc.org>

# FY2019 Program Ranking Announcement

1 message

**Liddy Bargar** <lbargar@hsctc.org> Tue, Sep 3, 2019 at 10:05 AM
To: Lee Dillon <lee.dillon@tcaction.org>
Cc: Danielle Harrington <danielle.harrington@tcaction.org>, Taylor Fellman <tfellman@hsctc.org>, Kathy Schlather <kschlather@hsctc.org>

Hello Lee and Danielle,

The CoC is excited to announce it's project ranking for FY2019 Program Competition,

TCA projects have all been accepted and ranked in the following order.

1. TCAction Magnolia House
2. TCAction Chartwell House
3. TCAction Amici House
4. TCAction Amici House Expansion

The following project has been ranked in position 6 The second slot in Tier 2

6. TCAction/Advocacy Center RRH project.

Please also note that a cut of 3% ($4,554) was applied to the Amici House renewal project. Please let me know if I can answer any questions for you. I have attached the final ranking for your review.

I look forward to a positive year of collaboration!

--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

**Final Ranking.pdf**
506K

1E-1: 30-Day Local Competition Deadline

1. Email sent to CoC re: Local Program Competition Now Open, including project submission application deadline

HSC

Liddy Bargar <lbargar@hsctc.org>

# CoC Program Competition now open!

**Liddy Bargar** <lbargar@hsctc.org> Tue, Jul 9, 2019 at 10:38 AM
To: Liddy Bargar <lbargar@hsctc.org>
Bcc: Listserv <tc-hsc-l@cornell.edu>, cwunderwood@aticortland.org, dshapiro@fcsith.org, edward.bergman@dfa.state.ny.us, jbowes@ithacanhs.org, jocene.henderson@veteransoutreachcenter.org, kasmolen@syr.edu, kdoktorich@lakeviewhs.org, lholmes@tompkins-co.org, sdunlop@tompkins-co.org, toulousifer@yahoo.com, Aaron Volk <avolk@tompkins-co.org>, Adelia Edwards <adelaedwards@gmail.com>, Alicia Plotkin <aplotkin@lawny.org>, Amie Hendrix <ahendrix@tompkins-co.org>, Angela Sullivan <asullivan@alcoholdrugcouncil.org>, Anisa Mendizabal <anisa.mendizabal@gmail.com>, Anita Peebles <anita.maria.peebles@gmail.com>, Anne Kelles <akelles@tompkins-co.org>, Annie Perry <aperry@lakeviewhs.org>, Ashley Bryant <ashley.bryant@tcaction.org>, Beth Pittman <bpittman@stapinc.org>, Betty House <b6house@yahoo.com>, Beverly Stokes <bstokes@cityofithaca.org>, Brenda Westfall <brendaw@ithacaha.com>, Carmen Guidi <Guidiscollision@yahoo.com>, Cathy Lovejoy <clovejoy@lakeviewmhs.org>, Chastity Torres <Chastity.Torres@tcaction.org>, Chelsey Eberhardt <chelsey.eberhardt@omh.ny.gov>, Chris Shortell <cshortell@wesoldieron.org>, Chuck Tompkins <chucktompkins@earthlink.net>, Cindy Mott <Cindy.Mott@dfa.state.ny.us>, Clariluz Tapia <clariluz.tapia@dfa.state.ny.us>, Cynthia Sylvester <Cynthia.Sylvester@tcaction.org>, Dan Sieburg <dan.sieburg@rmsyr.org>, Danielle Harrington <danielle.harrington@tcaction.org>, Darby Nelson <darby.nelson@tcaction.org>, Darlene Podolak <dpodolak@unityhouse.com>, Deana Bodnar <deana.bodnar@dfa.state.ny.us>, Deb Dietrich <debster61953@earthlink.net>, Elise Steele <emeagan823@gmail.com>, Emilee Cool <emi22c@gmail.com>, Emily Koester <ekoester@stcares.org>, Eric Anderson <Eric.Anderson@dfa.state.ny.us>, Esther Herkowitz <esther.herkowitz@gmail.com>, Heather Campbell <hcampbell@theadvocacycenter.org>, Ilian Galan <igalan@wesoldieron.org>, Jaime Coleman <jaime.coleman.oar@gmail.com>, Jennifer Astles-Steinmetz <jastles@tstboces.org>, Jessica Brooks <jbrooks@wesoldieron.org>, Jessica Horning <Jessica.Horning@va.gov>, Jodi Lucas <Jodi.Lucas@dfa.state.ny.us>, John Jackson <micropolis10@yahoo.com>, Jonathan Soza <Jonathan.Soza@use.salvationarmy.org>, Josh Brokaw <josh.brokaw@truthsayers.org>, JR Clairborne <clairbornejr@gmail.com>, Justine Waldman <jwaldman@cayugamed.org>, Kate Shanks-Booth <kshanks@tompkins-co.org>, Kathy Lind <klind@tompkins-co.org>, Kathy Schlather <kschlather@hsctc.org>, Katie Borgella <kborgella@tompkins-co.org>, Kenji Parker <kparker@stcares.org>, Kit Kephart <kit.kephart@dfa.state.ny.us>, Kristin Oliver <koliver@casa-trinity.org>, Laura Tach <lauratach@gmail.com>, Lee Dillon <lee.dillon@tcaction.org>, Leslie Mulcahy <Leslie.Mulcahy@dor.org>, Lisa Borst <lborst@tompkins-co.org>, Louise Miller <lmiller@theadvocacycenter.org>, Lynne Zazzara <lzazzara@tompkins-co.org>, Marie Boyer <mboyer@tompkins-co.org>, Martha Robertson <mrobertson@tompkins-co.org>, Marty Gold <Martine.Gold@dfa.state.ny.us>, Mary Orsaio <morsaio@cityofithaca.org>, Meadow McDowell <mmcdowell@wesoldieron.org>, Megan Hogan <megawheeler@gmail.com>, Melissa Perry <melissa@childdevelopmentcouncil.org>, Michael Hoit <Michael.Hoit@tcaction.org>, Michael Koplinka-Loehr <mak11@cornell.edu>, Michaela Cortright <mcortright@dor.org>, Michele Perry <mperry@tompkins-co.org>, Mike Ellis <mellis@fcsith.org>, Monalita Smiley <mona@learning-web.org>, Nadie-Leigh Phoenix <nadie.phoenix.oar@gmail.com>, Neil Oolie <noolie@earthling.net>, Nels Bohn <nbohn@cityofithaca.org>, Neoma Mullens <neoma@learning-web.org>, Nicole Lucieer <nlucieer@theadvocacycenter.org>, Norma Jayne <norma@ithacarealtors.com>, Patty Bergman <pbergman@tompkins-co.org>, Peter Veintimilla <Peter.Veintimilla@dfa.state.ny.us>, Randy Parker <rparker@sdhny.org>, Rebecca Lee <RLee@cayugamed.org>, Rene Funke <rfunke@ithacanhs.org>, Renee Spear <rspear@dor.org>, "Rev. Culver" <director@loaves.org>, Rich Rose <revrichrose@gmail.com>, Rich Shaw <rshaw@tompkins-co.org>, Richard Alvord <rick@learning-web.org>, Roy Murdough <rmurdough@sjcs.org>, Sally Schwartzbach <sally@learning-web.org>, Scott McCown <smccown@tompkins-co.org>, Shae Jewell <sjewell@ithaca.edu>, Shannon Sprague <ssprague@tompkins-co.org>, Shawnee Emmett <shawnee@childdevelopmentcouncil.org>, Shella Chace <shellachace@gmail.com>, Shirley Reeves <kbachurch@gmail.com>, Stacey Congelosi <scangelosi@alcoholdrugcouncil.org>, Sue Kittel <sdk@parkfoundation.org>, Tamara Beardsley <tbeardsley@hsctc.org>, Tammy Baker <tbaker@fcsith.org>, Tammy Hulburt <thulburt@tompkins-co.org>, Todd Husick <todd.husick@dfa.state.ny.us>, Tracy Decker <tdecker@lakeviewhs.org>, Viki McDonald <vikim@ithacaha.com>, William Brown <wbrown@wesoldieron.org>, alojaarik@me.com, altaspa@gmail.com, amanda@childdevelopmentcouncil.org, amandanicole93@yahoo.com, amie@healthylunches.org, amy.mills@dfa.state.ny.us, asposel@hotmail.com, bdoling@tompkins-co.org, bhayward@cayugamed.org, brusen@carsny.org, bwohl@baka.com, bwohl@clarityconnect.com, camcmahon@cayugamed.org, carol@mcgrawhouse.org, casemanager@ithacaha.com, CBULLIS@tompkins-co.org, christine.manning@dfa.state.ny.us, christineb@cityofithaca.org, cic1@cornell.edu, Cindy.Cummings@dfa.state.ny.us, cjp43@cornell.edu, cmh254@cornell.edu, cnovelli@baka.com, conifervillageithaca@conifer1lc.com, courtrivetlaw@yahoo.com, cris@rackercenters.org, crossroadscounseling@hotmail.com, cwayman@casa-trinity.org, cyahn@aeondevelopment.com, Dale@learning-web.org, dapesi2@gmail.com, develyn@cayugamed.org, devon.ritz@ppsfl.org, dgrunder@cityofithaca.org, Dljones@cayugamed.org, dmckenna@tompkins-co.org, doug.perine@dfa.state.ny.us, dsk11@cornell.edu, dsondrini@wesoldieron.org, dsrogers@courts.state.ny.us, dthomas@tompkins-co.org, dtraunstein@cayugamed.org, dweed@lakeviewmhs.org, dwight.mengel@dfa.state.ny.us, dwl24@cornell.edu, ed.tadros@dfa.state.ny.us, ediehouck@gmail.com, eeg4@cornell.edu, eengland@stapinc.org, elisbe@aol.com, esl@tlpartners.org, fb12@cornell.edu, Ferreirazeke@yahoo.com, flcn4@lightlink.com, flic@clarityconnect.com, flicadv@hotmail.com, flicssan@outlook.com, fproto@tompkins-co.org, fran@crcfl.net, gah72@cornell.edu, gcooke@lakeviewmhs.org, gdunn@tompkins-co.org, genelovelace@htva.net, gferrari@cftompkins.org, giacmain@cityofithaca.org, gkerslick@cityofithaca.org, gleonardi@cityofithaca.org, gschmitt@mothersandbabies.org, gthomas@lawny.org, hmerryman@lakeviewmhs.org, ibd@cityofithaca.org, info@friendshipdonations.org, info@mhaedu.org, ism24@cornell.edu, jackie.simpson@dfa.state.ny.us, jap352@cornell.edu, jbreedlove@tompkins-co.org, jbrown@uwtc.org, jcarr@cayugamed.org, jdh54@cornell.edu, Jeansfree047@hotmail.com, jill.baldwin@dfa.state.ny.us, jil278@cornell.edu, jmattick@tompkins-co.org, joanne.wilcox@dfa.state.ny.us, joes@aboutchallenge.org, jowens11@aol.com, jpeeples@uwtc.org, jschlossberg@tcpl.org, jsy48@cornell.edu, jwalker4@ithaca.edu, jwapins1@binghamton.edu, kara.cusolito@gmail.com, karen.smith@dfa.state.ny.us, karenafriends@hotmail.com, kduell@icsd.k12.ny.us, klc32@cornell.edu, klh7@cornell.edu, kmcgovern@lawny.org, kmorgan@tompkins-co.org, kshanksbooth@womensopportunity.org, kstafford@uwtc.org, ksutherland@cityofithaca.org, Lauri.Wallenbeck@dfa.state.ny.us, layla1017@aol.com, lenore_schwager@yahoo.com, leslyn@twcny.rr.com, liftonb@assembly.state.ny.us, lisa@hornresearch.com, lkonwinski@dor.org, lmonroe@tompkins-co.org, lmpoley@webtv.net, lrivet@stapinc.org, lsacco@tclifelong.org, lwerner@unityhouse.com, magoo31415@yahoo.com, mfp@stic-cil.org, mfs65@cornell.edu, mgriffin@feedingamerica.org, mholleykinner@zoom-dsl.com, mickie@ujeni.com, mmacera@ithaca.edu, mohlend@tc3.edu, mollyb@ithacaha.com, mpdolan47@gmail.com, msmith68@twcny.rr.com, mtw1@cornell.edu, nancyriffer00@gmail.com, nrthompson@feedingamerica.org, nschuler@twcny.rr.com, nw1981@yahoo.com, onoblitt@hotmail.com, parsons@cityofithaca.org, paswarts@nyseg.com, patm@rackercenters.org, pbuechel@tompkins-co.org, pcs1@cornell.edu, pete@tclivingwage.org, pjebbett@tompkins-co.org, pmackesey@gmail.com, racollins2007@yahoo.com, rbunce@tompkins-co.org, rcf1@cornell.edu, rromeo@lakeviewmhs.org, rwhite5@buffalo.edu, ryan@learning-web.org, samanthas@ithacaha.com, schaffee@dor.org, sfarrel1@twcny.rr.com, sgoonan@dor.org, shannon@tchabitat.com, sharty1@ithaca.edu, Shaun.McNeil@use.salvationarmy.org, shillson@tompkins-co.org, sjb31@cornell.edu, sjsmith@cityofithaca.org, spines@ecovillage.ithaca.ny.us, sr85@cornell.edu, sshultz@lakeviewmhs.org, Stacy.McNeil@use.salvationarmy.org, tlane4@twcny.rr.com, TLPDave@tlpartners.org, tmannproduces@gmail.com, treinemann@ithaca.edu, tvarohp@tc3.edu, twheeler@fcsith.org, vdedrick@m.marywood.edu, vubari@dor.org, wericclay@aol.com, wright@cdrc.org, zsims@tompkins-co.org, "(S) Clinic" <clinic@ithacahealth.org>, Adrienne Casler <Acasler@gmail.com>, Aleshia Akers <Aakers@cityofithaca.org>, Alexis Dengel <Dengela@tc3.edu>, Alison Bliss <Abliss@cayugamed.org>, Amanda Kirchgessner <a.cherry.picker@gmail.com>, Amelia Burns <ameliaburnsmania@gmail.com>, Amy Riotto <amyr@childdevelopmentcouncil.org>, Amy Smith <asmith@theadvocacycenter.org>, Amy Somchanhmavong <ayk3@cornell.edu>, Ana Gundlach <tgundlach@stapinc.org>, Ana Ortiz <nomaslagrimas75@gmail.com>, Andi Kao <akao25@gmail.com>, Anisa Mendizabal <AMendizabal@cityofithaca.org>, Benn Nadelman <nadelmanfineart@gmail.com>, Beth Harrington <bharrington@tompkins-co.org>, Bev Chin <bchin@hsctc.org>, Billiejo Owens <bowens@sjcs.org>, Bonni Georgia <bgeorgia@theadvocacycenter.org>, Brian Bartholomew <brianbart81@yahoo.com>, Brian Zapf <bzapf@alternatives.org>, Byrne Caroline <carolinebyrne1@yahoo.com>, cara hoffman <cara.hoffman@gmail.com>, Caroline Kerr <RetiredEducatorsDrive@gmail.com>, Caroline Walker <camwalke@gmail.com>, Carrie Howard <ch242@cornell.edu>, "cc: Schlather" <ks47@cornell.edu>, Chris Fai-Jong <chj7@cornell.edu>, Christy Rumsey <rumseytcmje5@aol.com>, Claudia Stoscheck <claudiastoscheck@gmail.com>, Crouch Diana <diana@childdevelopmentcouncil.org>, Cynthia Brock <cbrock@cityofithaca.org>, Cynthia Kloppel <cynthiak@ithacaha.com>, Darlene Desmond <ddesmond@courts.state.ny.us>, David Bulkley <dbulkley@mhaedu.org>, Dean Shea <deanshea@sunnybrookbuilders.com>, Deana Gonzales <dgonzales@hsctc.org>, Denise Thompson <dmt29@cornell.edu>, Devon Magliozzi <dmagliozzi@ithacavoice.com>, Diane Cohen <diane@fingerlakesreuse.org>, Diane Shafer <dianshafer@aol.com>, Dino Roglou <droglou@gmail.com>, Donna Fleming <dfleming@cityofithaca.org>, Doyle Shareena <sdoyle@advocacycenter.org>, ED SSCC <Director.sscithaca@gmail.com>, Elizabeth Hoyt <ehoyt@hsctc.org>, Emily Mallar <emallar@cayugamed.org>, Emma Cohen Westbrooke <emma.cw@ppsfl.org>, Emma Terwilliger <eterwilliger@uwtc.org>, Erik Lehmann <erik@dream-catalyst.org>, Fabina Colon <fb29@cornell.edu>, Fast Alena <afast@ithacanhs.org>, First Office <fbithaca@gmail.com>, George McGonigal <gmcgonigal@cityofithaca.org>, Heather McDaniel <heatherf@tcad.org>, Heather Mount <director@coddingtonroad.org>, Heidi Love <hlove@cayugamed.org>, Henry Granison <hgranison@tompkins-co.org>, Illiano Laura <lilliano@cayugamed.org>, Irene Aurora Flores <iflores@lawny.org>, Irene Stein <iws2iws2@gmail.com>, Jackie Hoffman <Jackie.Hoffman@dfa.state.ny.us>, Jackie Mouillesseaux <jmouillesseaux@tompkins-co.org>, Jan Lynch <jan@fliconline.org>, Jane Powers <jlp5@cornell.edu>, Janet Cotraccia <jcotraccia@cftompkins.org>, Jemmy Martinez <chicogivingback@gmail.com>, Jennifer Underwood <junderwo@buffalo.edu>, Jim Dennis <jpd821@gmail.com>, Jim Hulse <jhulse@ncreations.us>, John Mazzello <jmazzello@hsctc.org>, Joseph Murtagh <jmurtagh@cityofithaca.org>, Judi Magee <jmagee@unityhouse.com>, Julie Selman <julieithaca@aol.com>, Justine Schaff <justinewaldman@gmail.com>, Kaela Klapan <kklapan@reachmed.org>, Karen Schantz <ks548@cornell.edu>, Karl Graham <kgraham@alternatives.org>, Kate Laux <klaux@sjcs.org>, Kathy Bancroft <jbezirganian@tompkins-co.org>, Ken Lansing <klansing@tompkins-co.org>, Kim VanNorman <kimvannorman@gmail.com>, Kris Townsend <kris.townsend@gmail.com>, Kristina Finley <finley@lightlink.com>, Linda Finlay <lfinlay103@gmail.com>, Linda L&F <info@loaves.org>, Lizzie Lee <llee@hsctc.org>, Lyndsey Lyman <lyndsey.lyman@gmail.com>, Marge Dill <margiedill@gmail.com>, Mary Bunge <mbbunge@twcny.rr.com>, Matt Anticoli <mda88@cornell.edu>, Maura Stephens <mstephens@ithaca.edu>, Maureen Kelly <Maureen.Kelly@ppsfl.org>, McGriff Molly <molly@childdevelopmentcouncil.org>, Megan Begert <ffv.bjm@gmail.com>, Megan McCheyne <mmccheyne@stapinc.org>, Megan McDonald <mmcdonald@tompkins-co.org>, Mike Sigler <mike.sigler@yahoo.com>,

Mindy Thomas <mbthomas@nycourts.gov>, Miriam Bisk <miriam.dfw@gmail.com>, MrBuddy52 <mpmarinelli@mindspring.com>, Muchan Joyce <jdm1@cornell.edu>, Murphy James <murphyvetsfor@gmail.com>, Nancy Zahler <nancy.zahler@gmail.com>, Naomi Barry <nbarry@theadvocacycenter.org>, Nathan Shinagawa <nshinagawa@gmail.com>, Nick Reynolds <editor@ithacatimes.com>, Nikki Sayward <nfsayward@gmail.com>, Norbert McCloskey <executivedirector@ithacahealth.org>, Nugent Bridgette <bnugent@tompkins-co.org>, Omar Khurshid <ok67@cornell.edu>, Pat Dutt <pduttster@gmail.com>, Patty Poist <pp1@tcatmail.com>, Paul Mazzarella <pmazzarella@ithacanhs.org>, Polikoff Margo <Mpolikoff@tompkins-co.org>, Rabbi <rabbi@tbeithaca.org>, Rasmussen Amy <arasmussen@tompkins-co.org>, Rodney Maine <rmaine@tompkins-co.org>, Saoirse McClory <saoirsemcclory@gmail.com>, Shanovah Moodie-Walker <shanovah20@yahoo.com>, Shawna Black <sblack@tompkins-co.org>, Sherry Wilson <swilson@acrhealth.org>, Sophie Somerfeldt <css17@cornell.edu>, Stacey Caskey <scaskey@cayugamed.org>, Stephen Piasecki <spiasecki@shnny.org>, Sue Laratta <larattas@aol.com>, Sue Morley <smorley@unityhouse.com>, Sue Stuart <sstuart@vnsithaca.org>, Suzanne Jablonski <ssmithjablonski@tcpl.org>, Svante Myrick <mayormyrick@cityofithaca.org>, Taili Mugambee <tm554@cornell.edu>, Tayo Johnson <tayoj4@gmail.com>, Teresa Vadakin <tvadakin@tcpl.org>, Teri Reinemann <teri@fliconline.org>, Theresa Alt <talt@igc.org>, Theresa Olaf <tolaf@actompkins.org>, Tommy Miller <tmiller@dor.org>, Tonia Landon <tonia.landon@tcaction.org>, United Tompkins <mcole@uwtc.org>, Valerie Sykes <val.sykes00@gmail.com>, Wendy Hammond <whammond@fcsith.org>, West David <dwest@tompkins-co.org>

# CoC Program Competition (NOFA)

*HUD has announced that the FY2019 CoC Program Competition is now open. New project applicants must submit their applications via the CoC grant portal, E-snaps, no later than 12pm on Friday, August 9th.*

FY2019 CoC Request for Proposals

The Human Services Coalition of Tompkins County, the lead agency for the Ithaca/Tompkins Continuum of Care, serves as the collaborative applicant for the annual HUD (Housing and urban Development) competitive grant process for homeless funding, the CoC Program Competition (NOFA). The CoC submits an annual application requesting funding to support the homeless service providers in Tompkins County. As part of this competitive grant process, the CoC calls for project applicants to submit proposals for housing and services to serve chronically homeless and literally homeless individuals and families. The CoC requests new projects that are in accordance with CoC and HUD's priorities to end homelessness.

Project applicants should carefully review the Ithaca/ Tompkins CoC NY-510 Written Standards, which details CoC's expectations for agencies receiving funding through the CoC.

--
Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

1E-1 Local Competition Public Announcement

1. Email to CoC re: CoC Program Competiton now open
2. CoC New Project Request for Proposal
3. CoC Ranking & Review Process for FY2019 Program Competition (posted on website)
4. CoC Ranking Criteria (posted on website)
5. CoC Estimated ARD (posted on website)

HSC

Liddy Bargar <lbargar@hsctc.org>

# CoC Program Competition now open!

**Liddy Bargar** <lbargar@hsctc.org> Tue, Jul 9, 2019 at 10:38 AM
To: Liddy Bargar <lbargar@hsctc.org>
Bcc: Listserv <tc-hsc-l@cornell.edu>, cwunderwood@aticortland.org, dshapiro@fcsith.org, edward.bergman@dfa.state.ny.us, jbowes@ithacanhs.org, jocene.henderson@veteransoutreachcenter.org, kasmolen@syr.edu, kdoktorich@lakeviewhs.org, lholmes@tompkins-co.org, sdunlop@tompkins-co.org, toulousifer@yahoo.com, Aaron Volk <avolk@tompkins-co.org>, Adelia Edwards <adelaedwards@gmail.com>, Alicia Plotkin <aplotkin@lawny.org>, Amie Hendrix <ahendrix@tompkins-co.org>, Angela Sullivan <asullivan@alcoholdrugcouncil.org>, Anisa Mendizabal <anisa.mendizabal@gmail.com>, Anita Peebles <anita.maria.peebles@gmail.com>, Anne Kelles <akelles@tompkins-co.org>, Annie Perry <aperry@lakeviewhs.org>, Ashley Bryant <ashley.bryant@tcaction.org>, Beth Pittman <bpittman@stapinc.org>, Betty House <b6house@yahoo.com>, Beverly Stokes <bstokes@cityofithaca.org>, Brenda Westfall <brendaw@ithacaha.com>, Carmen Guidi <Guidiscollision@yahoo.com>, Cathy Lovejoy <clovejoy@lakeviewmhs.org>, Chastity Torres <Chastity.Torres@tcaction.org>, Chelsey Eberhardt <chelsey.eberhardt@omh.ny.gov>, Chris Shortell <cshortell@wesoldieron.org>, Chuck Tompkins <chucktompkins@earthlink.net>, Cindy Mott <Cindy.Mott@dfa.state.ny.us>, Clariluz Tapia <clariluz.tapia@dfa.state.ny.us>, Cynthia Sylvester <Cynthia.Sylvester@tcaction.org>, Dan Sieburg <dan.sieburg@rmsyr.org>, Danielle Harrington <danielle.harrington@tcaction.org>, Darby Nelson <darby.nelson@tcaction.org>, Darlene Podolak <dpodolak@unityhouse.com>, Deana Bodnar <deana.bodnar@dfa.state.ny.us>, Deb Dietrich <debster61953@earthlink.net>, Elise Steele <emeagan823@gmail.com>, Emilee Cool <emi22c@gmail.com>, Emily Koester <ekoester@stcares.org>, Eric Anderson <Eric.Anderson@dfa.state.ny.us>, Esther Herkowitz <esther.herkowitz@gmail.com>, Heather Campbell <hcampbell@theadvocacycenter.org>, Ilian Galan <igalan@wesoldieron.org>, Jaime Coleman <jaime.coleman.oar@gmail.com>, Jennifer Astles-Steinmetz <jastles@tstboces.org>, Jessica Brooks <jbrooks@wesoldieron.org>, Jessica Horning <Jessica.Horning@va.gov>, Jodi Lucas <Jodi.Lucas@dfa.state.ny.us>, John Jackson <micropolis10@yahoo.com>, Jonathan Soza <Jonathan.Soza@use.salvationarmy.org>, Josh Brokaw <josh.brokaw@truthsayers.org>, JR Clairborne <clairbornejr@gmail.com>, Justine Waldman <jwaldman@cayugamed.org>, Kate Shanks-Booth <kshanks@tompkins-co.org>, Kathy Lind <klind@tompkins-co.org>, Kathy Schlather <kschlather@hsctc.org>, Katie Borgella <kborgella@tompkins-co.org>, Kenji Parker <kparker@stcares.org>, Kit Kephart <kit.kephart@dfa.state.ny.us>, Kristin Oliver <koliver@casa-trinity.org>, Laura Tach <lauratach@gmail.com>, Lee Dillon <lee.dillon@tcaction.org>, Leslie Mulcahy <Leslie.Mulcahy@dor.org>, Lisa Borst <lborst@tompkins-co.org>, Louise Miller <lmiller@theadvocacycenter.org>, Lynne Zazzara <lzazzara@tompkins-co.org>, Marie Boyer <mboyer@tompkins-co.org>, Martha Robertson <mrobertson@tompkins-co.org>, Marty Gold <Martine.Gold@dfa.state.ny.us>, Mary Orsaio <morsaio@cityofithaca.org>, Meadow McDowell <mmcdowell@wesoldieron.org>, Megan Hogan <megawheeler@gmail.com>, Melissa Perry <melissa@childdevelopmentcouncil.org>, Michael Hoit <Michael.Hoit@tcaction.org>, Michael Koplinka-Loehr <mak11@cornell.edu>, Michaela Cortright <mcortright@dor.org>, Michele Perry <mperry@tompkins-co.org>, Mike Ellis <mellis@fcsith.org>, Monalita Smiley <mona@learning-web.org>, Nadie-Leigh Phoenix <nadie.phoenix.oar@gmail.com>, Neil Oolie <noolie@earthling.net>, Nels Bohn <nbohn@cityofithaca.org>, Neoma Mullens <neoma@learning-web.org>, Nicole Lucieer <nlucieer@theadvocacycenter.org>, Norma Jayne <norma@ithacarealtors.com>, Patty Bergman <pbergman@tompkins-co.org>, Peter Veintimilla <Peter.Veintimilla@dfa.state.ny.us>, Randy Parker <rparker@sdhny.org>, Rebecca Lee <RLee@cayugamed.org>, Rene Funke <rfunke@ithacanhs.org>, Renee Spear <rspear@dor.org>, "Rev. Culver" <director@loaves.org>, Rich Rose <revrichrose@gmail.com>, Rich Shaw <rshaw@tompkins-co.org>, Richard Alvord <rick@learning-web.org>, Roy Murdough <rmurdough@sjcs.org>, Sally Schwartzbach <sally@learning-web.org>, Scott McCown <smccown@tompkins-co.org>, Shae Jewell <sjewell@ithaca.edu>, Shannon Sprague <ssprague@tompkins-co.org>, Shawnee Emmett <shawnee@childdevelopmentcouncil.org>, Shella Chace <shellachace@gmail.com>, Shirley Reeves <kbachurch@gmail.com>, Stacey Congelosi <scangelosi@alcoholdrugcouncil.org>, Sue Kittel <sdk@parkfoundation.org>, Tamara Beardsley <tbeardsley@hsctc.org>, Tammy Baker <tbaker@fcsith.org>, Tammy Hulburt <thulburt@tompkins-co.org>, Todd Husick <todd.husick@dfa.state.ny.us>, Tracy Decker <tdecker@lakeviewhs.org>, Viki McDonald <vikim@ithacaha.com>, William Brown <wbrown@wesoldieron.org>, alojaarik@me.com, altaspa@gmail.com, amanda@childdevelopmentcouncil.org, amandanicole93@yahoo.com, amie@healthylunches.org, amy.mills@dfa.state.ny.us, asposel@hotmail.com, bdoling@tompkins-co.org, bhayward@cayugamed.org, brusen@carsny.org, bwohl@baka.com, bwohl@clarityconnect.com, camcmahon@cayugamed.org, carol@mcgrawhouse.org, casemanager@ithacaha.com, CBULLIS@tompkins-co.org, christine.manning@dfa.state.ny.us, christineb@cityofithaca.org, cic1@cornell.edu, Cindy.Cummings@dfa.state.ny.us, cjp43@cornell.edu, cmh254@cornell.edu, cnovelli@baka.com, conifervillageithaca@conifer1lc.com, courtrivetlaw@yahoo.com, cris@rackercenters.org, crossroadscounseling@hotmail.com, cwayman@casa-trinity.org, cyahn@aeondevelopment.com, Dale@learning-web.org, dapesi2@gmail.com, develyn@cayugamed.org, devon.ritz@ppsfl.org, dgrunder@cityofithaca.org, Dljones@cayugamed.org, dmckenna@tompkins-co.org, doug.perine@dfa.state.ny.us, dsk11@cornell.edu, dsondrini@wesoldieron.org, dsrogers@courts.state.ny.us, dthomas@tompkins-co.org, dtraunstein@cayugamed.org, dweed@lakeviewmhs.org, dwight.mengel@dfa.state.ny.us, dwl24@cornell.edu, ed.tadros@dfa.state.ny.us, ediehouck@gmail.com, eeg4@cornell.edu, eengland@stapinc.org, elisbe@aol.com, esl@tlpartners.org, fb12@cornell.edu, Ferreirazeke@yahoo.com, flcn4@lightlink.com, flic@clarityconnect.com, flicadv@hotmail.com, flicssan@outlook.com, fproto@tompkins-co.org, fran@crcfl.net, gah72@cornell.edu, gcooke@lakeviewmhs.org, gdunn@tompkins-co.org, genelovelace@htva.net, gferrari@cftompkins.org, giacmain@cityofithaca.org, gkerslick@cityofithaca.org, gleonardi@cityofithaca.org, gschmitt@mothersandbabies.org, gthomas@lawny.org, hmerryman@lakeviewmhs.org, ibd@cityofithaca.org, info@friendshipdonations.org, info@mhaedu.org, ism24@cornell.edu, jackie.simpson@dfa.state.ny.us, jap352@cornell.edu, jbreedlove@tompkins-co.org, jbrown@uwtc.org, jcarr@cayugamed.org, jdh54@cornell.edu, Jeansfree047@hotmail.com, jill.baldwin@dfa.state.ny.us, jil278@cornell.edu, jmattick@tompkins-co.org, joanne.wilcox@dfa.state.ny.us, joes@aboutchallenge.org, jowens11@aol.com, jpeeples@uwtc.org, jschlossberg@tcpl.org, jsy48@cornell.edu, jwalker4@ithaca.edu, jwapins1@binghamton.edu, kara.cusolito@gmail.com, karen.smith@dfa.state.ny.us, karenafriends@hotmail.com, kduell@icsd.k12.ny.us, klc32@cornell.edu, klh7@cornell.edu, kmcgovern@lawny.org, kmorgan@tompkins-co.org, kshanksbooth@womensopportunity.org, kstafford@uwtc.org, ksutherland@cityofithaca.org, Lauri.Wallenbeck@dfa.state.ny.us, layla1017@aol.com, lenore_schwager@yahoo.com, leslyn@twcny.rr.com, liftonb@assembly.state.ny.us, lisa@hornresearch.com, lkonwinski@dor.org, lmonroe@tompkins-co.org, lmpoley@webtv.net, lrivet@stapinc.org, lsacco@tclifelong.org, lwerner@unityhouse.com, magoo31415@yahoo.com, mfp@stic-cil.org, mfs65@cornell.edu, mgriffin@feedingamerica.org, mholleykinner@zoom-dsl.com, mickie@ujeni.com, mmacera@ithaca.edu, mohlend@tc3.edu, mollyb@ithacaha.com, mpdolan47@gmail.com, msmith68@twcny.rr.com, mtw1@cornell.edu, nancyriffer00@gmail.com, nrthompson@feedingamerica.org, nschuler@twcny.rr.com, nw1981@yahoo.com, onoblitt@hotmail.com, parsons@cityofithaca.org, paswarts@nyseg.com, patm@rackercenters.org, pbuechel@tompkins-co.org, pcs1@cornell.edu, pete@tclivingwage.org, pjebbett@tompkins-co.org, pmackesey@gmail.com, racollins2007@yahoo.com, rbunce@tompkins-co.org, rcf1@cornell.edu, rromeo@lakeviewmhs.org, rwhite5@buffalo.edu, ryan@learning-web.org, samanthas@ithacaha.com, schaffee@dor.org, sfarrel1@twcny.rr.com, sgoonan@dor.org, shannon@tchabitat.com, sharty1@ithaca.edu, Shaun.McNeil@use.salvationarmy.org, shillson@tompkins-co.org, sjb31@cornell.edu, sjsmith@cityofithaca.org, spines@ecovillage.ithaca.ny.us, sr85@cornell.edu, sshultz@lakeviewmhs.org, Stacy.McNeil@use.salvationarmy.org, tlane4@twcny.rr.com, TLPDave@tlpartners.org, tmannproduces@gmail.com, treinemann@ithaca.edu, tvarohp@tc3.edu, twheeler@fcsith.org, vdedrick@m.marywood.edu, vubari@dor.org, wericclay@aol.com, wright@cdrc.org, zsims@tompkins-co.org, "(S) Clinic" <clinic@ithacahealth.org>, Adrienne Casler <Acasler@gmail.com>, Aleshia Akers <Aakers@cityofithaca.org>, Alexis Dengel <Dengela@tc3.edu>, Alison Bliss <Abliss@cayugamed.org>, Amanda Kirchgessner <a.cherry.picker@gmail.com>, Amelia Burns <ameliaburnsmania@gmail.com>, Amy Riotto <amyr@childdevelopmentcouncil.org>, Amy Smith <asmith@theadvocacycenter.org>, Amy Somchanhmavong <ayk3@cornell.edu>, Ana Gundlach <tgundlach@stapinc.org>, Ana Ortiz <nomaslagrimas75@gmail.com>, Andi Kao <akao25@gmail.com>, Anisa Mendizabal <AMendizabal@cityofithaca.org>, Benn Nadelman <nadelmanfineart@gmail.com>, Beth Harrington <bharrington@tompkins-co.org>, Bev Chin <bchin@hsctc.org>, Billiejo Owens <bowens@sjcs.org>, Bonni Georgia <bgeorgia@theadvocacycenter.org>, Brian Bartholomew <brianbart81@yahoo.com>, Brian Zapf <bzapf@alternatives.org>, Byrne Caroline <carolinebyrne1@yahoo.com>, cara hoffman <cara.hoffman@gmail.com>, Caroline Kerr <RetiredEducatorsDrive@gmail.com>, Caroline Walker <camwalke@gmail.com>, Carrie Howard <ch242@cornell.edu>, "cc: Schlather" <ks47@cornell.edu>, Chris Fai-Jong <chj7@cornell.edu>, Christy Rumsey <rumseytcmje5@aol.com>, Claudia Stoscheck <claudiastoscheck@gmail.com>, Crouch Diana <diana@childdevelopmentcouncil.org>, Cynthia Brock <cbrock@cityofithaca.org>, Cynthia Kloppel <cynthiak@ithacaha.com>, Darlene Desmond <ddesmond@courts.state.ny.us>, David Bulkley <dbulkley@mhaedu.org>, Dean Shea <deanshea@sunnybrookbuilders.com>, Deana Gonzales <dgonzales@hsctc.org>, Denise Thompson <dmt29@cornell.edu>, Devon Magliozzi <dmagliozzi@ithacavoice.com>, Diane Cohen <diane@fingerlakesreuse.org>, Diane Shafer <dianshafer@aol.com>, Dino Roglou <droglou@gmail.com>, Donna Fleming <dfleming@cityofithaca.org>, Doyle Shareena <sdoyle@advocacycenter.org>, ED SSCC <Director.sscithaca@gmail.com>, Elizabeth Hoyt <ehoyt@hsctc.org>, Emily Mallar <emallar@cayugamed.org>, Emma Cohen Westbrooke <emma.cw@ppsfl.org>, Emma Terwilliger <eterwilliger@uwtc.org>, Erik Lehmann <erik@dream-catalyst.org>, Fabina Colon <fb29@cornell.edu>, Fast Alena <afast@ithacanhs.org>, First Office <fbithaca@gmail.com>, George McGonigal <gmcgonigal@cityofithaca.org>, Heather McDaniel <heatherf@tcad.org>, Heather Mount <director@coddingtonroad.org>, Heidi Love <hlove@cayugamed.org>, Henry Granison <hgranison@tompkins-co.org>, Illiano Laura <lilliano@cayugamed.org>, Irene Aurora Flores <iflores@lawny.org>, Irene Stein <iws2iws2@gmail.com>, Jackie Hoffman <Jackie.Hoffman@dfa.state.ny.us>, Jackie Mouillesseaux <jmouillesseaux@tompkins-co.org>, Jan Lynch <jan@fliconline.org>, Jane Powers <jlp5@cornell.edu>, Janet Cotraccia <jcotraccia@cftompkins.org>, Jemmy Martinez <chicogivingback@gmail.com>, Jennifer Underwood <junderwo@buffalo.edu>, Jim Dennis <jpd821@gmail.com>, Jim Hulse <jhulse@ncreations.us>, John Mazzello <jmazzello@hsctc.org>, Joseph Murtagh <jmurtagh@cityofithaca.org>, Judi Magee <jmagee@unityhouse.com>, Julie Selman <julieithaca@aol.com>, Justine Schaff <justinewaldman@gmail.com>, Kaela Klapan <kklapan@reachmed.org>, Karen Schantz <ks548@cornell.edu>, Karl Graham <kgraham@alternatives.org>, Kate Laux <klaux@sjcs.org>, Kathy Bancroft <jbezirganian@tompkins-co.org>, Ken Lansing <klansing@tompkins-co.org>, Kim VanNorman <kimvannorman@gmail.com>, Kris Townsend <kris.townsend@gmail.com>, Kristina Finley <finley@lightlink.com>, Linda Finlay <lfinlay103@gmail.com>, Linda L&F <info@loaves.org>, Lizzie Lee <llee@hsctc.org>, Lyndsey Lyman <lyndsey.lyman@gmail.com>, Marge Dill <margiedill@gmail.com>, Mary Bunge <mbbunge@twcny.rr.com>, Matt Anticoli <mda88@cornell.edu>, Maura Stephens <mstephens@ithaca.edu>, Maureen Kelly <Maureen.Kelly@ppsfl.org>, McGriff Molly <molly@childdevelopmentcouncil.org>, Megan Begert <ffv.bjm@gmail.com>, Megan McCheyne <mmccheyne@stapinc.org>, Megan McDonald <mmcdonald@tompkins-co.org>, Mike Sigler <mike.sigler@yahoo.com>,

Mindy Thomas <mbthomas@nycourts.gov>, Miriam Bisk <miriam.dfw@gmail.com>, MrBuddy52 <mpmarinelli@mindspring.com>, Muchan Joyce <jdm1@cornell.edu>, Murphy James <murphyvetsfor@gmail.com>, Nancy Zahler <nancy.zahler@gmail.com>, Naomi Barry <nbarry@theadvocacycenter.org>, Nathan Shinagawa <nshinagawa@gmail.com>, Nick Reynolds <editor@ithacatimes.com>, Nikki Sayward <nfsayward@gmail.com>, Norbert McCloskey <executivedirector@ithacahealth.org>, Nugent Bridgette <bnugent@tompkins-co.org>, Omar Khurshid <ok67@cornell.edu>, Pat Dutt <pduttster@gmail.com>, Patty Poist <pp1@tcatmail.com>, Paul Mazzarella <pmazzarella@ithacanhs.org>, Polikoff Margo <Mpolikoff@tompkins-co.org>, Rabbi <rabbi@tbeithaca.org>, Rasmussen Amy <arasmussen@tompkins-co.org>, Rodney Maine <rmaine@tompkins-co.org>, Saoirse McClory <saoirsemcclory@gmail.com>, Shanovah Moodie-Walker <shanovah20@yahoo.com>, Shawna Black <sblack@tompkins-co.org>, Sherry Wilson <swilson@acrhealth.org>, Sophie Somerfeldt <css17@cornell.edu>, Stacey Caskey <scaskey@cayugamed.org>, Stephen Piasecki <spiasecki@shnny.org>, Sue Laratta <larattas@aol.com>, Sue Morley <smorley@unityhouse.com>, Sue Stuart <sstuart@vnsithaca.org>, Suzanne Jablonski <ssmithjablonski@tcpl.org>, Svante Myrick <mayormyrick@cityofithaca.org>, Taili Mugambee <tm554@cornell.edu>, Tayo Johnson <tayoj4@gmail.com>, Teresa Vadakin <tvadakin@tcpl.org>, Teri Reinemann <teri@fliconline.org>, Theresa Alt <talt@igc.org>, Theresa Olaf <tolaf@actompkins.org>, Tommy Miller <tmiller@dor.org>, Tonia Landon <tonia.landon@tcaction.org>, United Tompkins <mcole@uwtc.org>, Valerie Sykes <val.sykes00@gmail.com>, Wendy Hammond <whammond@fcsith.org>, West David <dwest@tompkins-co.org>

# CoC Program Competition (NOFA)

*HUD has announced that the FY2019 CoC Program Competition is now open. New project applicants must submit their applications via the CoC grant portal, E-snaps, no later than 12pm on Friday, August 9th.*

FY2019 CoC Request for Proposals

The Human Services Coalition of Tompkins County, the lead agency for the Ithaca/Tompkins Continuum of Care, serves as the collaborative applicant for the annual HUD (Housing and urban Development) competitive grant process for homeless funding, the CoC Program Competition (NOFA). The CoC submits an annual application requesting funding to support the homeless service providers in Tompkins County. As part of this competitive grant process, the CoC calls for project applicants to submit proposals for housing and services to serve chronically homeless and literally homeless individuals and families. The CoC requests new projects that are in accordance with CoC and HUD's priorities to end homelessness.

Project applicants should carefully review the Ithaca/ Tompkins CoC NY-510 Written Standards, which details CoC's expectations for agencies receiving funding through the CoC.

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Liddy Bargar
Coordinator of Housing Initiatives
Human Services Coalition
(607)273-8686
lbargar@hsctc.org

**TO:** Interested Agencies
**FROM:** Human Services Coalition of Tompkins County
**DATE:** July 8, 2019
**SUBJ:** Continuum of Care New Project Request for Proposal

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U.S. Department of Housing and Urban Development (HUD)'s Continuum of Care Program Competition is an annual, competitive funding opportunity for CoC's nationwide to support projects serving homeless individuals, families and unaccompanied youth. The Human Services Coalition acts as the Collaborative Applicant and is responsible for submitting the annual grant, reviewing renewal projects and determining eligibility of new project applications.

This document is a request for new project proposals that will follow the CoC and HUD project priorities outlined below. Projects that were funded in the FY2019 Program Competition will renew their applications via Esnaps and need not respond to this RFP. Renewal projects will be scored and ranked based on renewal criteria. Expansions to renewal projects will be considered new projects, and will be scored and ranked based on new project criteria. As per HUD guidelines, all projects, new and renewal, must be scored and ranked based on objective scoring criteria. Project applicants can review the CoC Ranking Tool here.

The local RFP has normally been a two-step process, with new and renewal project applicants required to submit an application via the CoC New or Renewal Project Application and, if chosen, then submit an application via the CoC grant submission site. However, for FY2019, the CoC is requiring all project applicants submit their applications via E-snaps, the CoC's grant submission website. This change is taking effect in order to ensure the CoC Ranking committee has complete, accurate, and relevant information when reviewing applications. Details on accessing E-snaps can be found here**.**

Projects put forward with the FY2019 application to HUD will be selected by the Continuum of Care's Ranking Committee. Final decisions regarding awards will be made by HUD via the national competition.

**THE HUMAN SERVICES COALITION MUST RECEIVE APPLICATIONS ON OR BEFORE 12PM ON AUGUST 9th 2019. APPLICATIONS SUBMITTED AFTER THIS DEADLINE WILL NOT BE CONSIDERED FOR FUNDING. APPLICANTS WILL BE NOTIFIED NO LATER THAN SEPTEMBER 1ST IF THEY WILL BE CONSIDERED FOR FUNDING.**

We currently do not know the amount of funding available . Amounts will be updated once HUD releases the CoC's PPRN and ARD, which determines available funding for NY-510. These project types below are eligible project types through FY2019 NOFA. The CoC generally has approximately $200,000 available for new and renewal projects.

If you have any other questions or need further information, please contact:

Liddy Bargar, Continuum of Care Coordinator 607-273-8686 ext. 241 or lbargar@hsctc.org

Kathy Schlather, Executive Director 607-273-8686 ext. 228 or kschlather@hsctc.org

**FY2019 HUD Priority and CoC New Project Request**

**Application could be a new project or an expansion to an existing project of the following types:**

**1. Permanent Supportive Housing (PSH) primarily serving chronically homeless person**

CoC will only accept PSH applications dedicated to chronically homeless, including projects who serve singles and families. However, if there are no chronically homeless persons found at any point in time when a bed is available, the PSH program will take clients based on Order of Priority stated in Coordinated Entry Policy and Procedure found on the CoC website. Applicants must demonstrate how they will implement a Housing First model.

**2. Rapid Rehousing** is a program that intends to help individuals and families quickly exit homelessness and return to permanent housing by providing housing search, ongoing case management, and short term to medium term rental assistance. This program can serve individuals and families, including youth, coming directly from the streets or emergency shelters, or fleeing domestic violence situations and other persons meeting the criteria of category(4) of the definition of homeless. Individuals served under this program must be literally homeless. Applicants must demonstrate how they will implement a Housing First model.

**2a. DV/Rapid Rehousing (RRH).** HUD has announced a $40mil DV/ RRH set-aside for CoC's. The exact amount of funding available for the Ithaca/Tompkins CoC is not yet known. This DV/RRH program is designed specifically for survivors of domestic violence, although DV-specific agencies are not the only agencies that can apply. The CoC encourages project applicants to confer with local DV providers prior to submitting an application. Applicants should demonstrate how they will implement a Housing First model in this program, how they will work with the current coordinated entry system and provide specifics on which HMIS comparable database they are using and will use for this program. The CoC can create up to (3) three new DV/RRH projects under this set-aside. The following project types can be considered:

- *PH/RRH* projects dedicated to serving survivors of domestic violence
- *Joint TH & PH/RRH* component projects dedicated to serving survivors of domestic violence
- *SSO (support services only)* -coordinated entry projects to implement policies, procedures and practices that equip the CoC's coordinated entry (CAT) to better meet the needs of survivors of domestic violence.

**3. Joint Transitional Housing (TH) and Permanent Housing-Rapid Rehousing(PH-RRH)** This project is required to combine TH and PH-RRH into a single project to serve individuals and families experiencing homelessness; Project will be required to adopt Housing First Approach and commit to housing people as soon as possible without pre-conditions. The Transitional Housing component should be use as interim housing/bridger or for youth who cannot obtain their own housing because they are under 18 years of age. Program participants are not required to use both components. If funded, HUD will limit eligible costs as follows:

- leasing of structure or units, and operating costs to provide transitional housing;
- short-or medium-term tenant-based rental assistance on behalf of program participants to pay for RRH;
- supportive services;
- HMIS; and
- project administrative costs

**4. SSO- Coordinated Entry (Support Services Only).** Assess, divert and prioritized clients based on the CoC coordinated assessment. (This category can only be funded through reallocation. Reallocation amount will not be available until after reviewing all renewal projects. )

All new project applicants must meet threshold requirements to be considered for funding. New project applicants are strongly encouraged to read the complete Notice of Funding Availability found on the CoC's webpage. Ranking tools, process for reallocation and prior NOFA's are also available on the CoC's webpage. The following pages contains new project threshold requirements, and relevant definitions:

GRANT TERMS:

- Grant terms are generally (1) one year
- New projects requesting new construction, acquisition or rehabilitation must request a minimum of a (3) three year grant term
- Any new project requesting DV/RRH may only request a (1) one year grant term, regardless of project type

COC THRESHOLD REQUIREMENTS:

- Projects must agree to use Housing First Approach
- Projects must agree to use coordinated entry (CAT)
- Project must agree to participate in HMIS
- Project must demonstrate a 25% match in cash or in-kind
- Applicants are required to have a DUNS and SAM number
- Project is financially feasible
- Documented financial stability of applicant as per agency budget
- Project has reasonable costs
- Application is complete and data is consistent
- Applicant is an active member of the CoC or agrees to become an active member
    - preference will be given to active members

HUD THRESHOLD REQUIREMENT

1. Applicant has active SAM registration with current information.

2. Applicant has valid DUNS number in application.

3. Applicant has no Outstanding Delinquent Federal Debts - It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless: (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or
(b) Other arrangements satisfactory to HUD are made before the award of funds by HUD.

4. Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.

5. Applicant has Accounting System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.

6. Disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.

7. Demonstrated they are Eligible Project Applicants - Eligible project applicants for the CoC Program Competition are,under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.

8. Submitted the required certifications as specified in the NOFA (i.e, certification the project is consistent with the local Consolidated Plan).

9. Demonstrated the project is cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity.

10. Demonstrated they participate in HMIS, or will be willing to - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.

11. Demonstrated Project Meets Minimum Project Standards - HUD will assess all new projects for the following minimum project eligibility, capacity, timeliness, and performance standards. Please note that these are minimum threshold criteria. To be considered as meeting project quality threshold, all new projects must meet all of the following criteria: (a) Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings;
(b) For expansion projects, project applicants must clearly articulate the part of the project that is being expanded. Additionally, the project applicants must clearly demonstrate that they are not replacing other funding sources; and,

(c) Project applicants must demonstrate they will be able to meet all timeliness standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate that they have met all project renewal threshold requirements of this NOFA. HUD reserves the right to deny the funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit or monitoring finding related to one or more existing grants, or does not routinely draw down funds from eLOCCS at least once per quarter. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on the prior grant.

12. Demonstrated Project is Consistent with Jurisdictional Consolidated Plan(s) - All projects must be consistent with the relevant jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.

**DEFINITIONS:**

HOUSING FIRST/LOW BARRIER:
Ensures that potential program participants are not screened out based on the following items:

- Having too little or no income
- Active history or current substance abuse
- Criminal records, with the exceptions for state-mandated restrictions
- History of domestic violence

Projects must ensure that participants are not terminated from the program for the following reasons:

- Failure to participate in supportive service plan
- Failure to make progress on service plan
- Loss of income or failure to improve income
- Being a victim of domestic violence

PERMANENT SUPPORTIVE HOUSING:
Permanent housing with indefinite leasing or rental assistance paired with supportive services to assist homeless persons with a disability or families with an adult or child member with a disability achieve housing stability.

RAPID RE-HOUSING:
Housing search and relocation services and short- and medium-term rental assistance to move homeless persons and families (with or without a disability) as rapidly as possible into permanent housing.

CHRONICALLY HOMELESS:
An unaccompanied homeless individual with a disabling condition, or an adult member of a homeless family who has a disabling condition, who has either been continuously homeless for a year or more, OR has had at least four (4) occasions of homelessness in the past 3 years, where all combined occasions has to total a length of time of at least 12 months. Each period separating the occasions must include at least 7 nights of living in a situation other than a place not meant for human habitation in an emergency shelter, or in a safe haven. The

term “homeless,” in this case, means a person sleeping in a place not meant for human habitation (e.g., living on the streets), in an emergency homeless shelter, or in a Safe Haven as defined by HUD.

DISABLING CONDITION:

A disabling condition is defined as: (1) a disability as defined in Section 223 of the Social Security Act; (2) a physical, mental, or emotional impairment which is expected to be of long-continued and indefinite duration, substantially impedes an individual’s ability to live independently, and of such a nature that the disability could be improved by more suitable conditions; (3) a developmental disability as defined in Section 102 of the Developmental Disabilities Assistance and Bill of Rights Act; (4) the disease of acquired immunodeficiency syndrome or any conditions arising from the etiological agent for acquired immune deficiency syndrome; or (5) a diagnosable substance abuse disorder. A disabling condition limits an individual’s ability to work or perform one or more activities of daily living.

HOMELESS:

The New Homeless Definition (effective 1/4/2012 under the HEARTH act) has four categories:

(i) *Category 1 –( Homeless)* *<u>Literally Homeless:</u>* An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: An individual or family with a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;

(ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or

(iii) An individual who is exiting an institution (e.g., jail, hospital)

a. where he or she resided for 90 days or less **AND**
b. resided in an emergency shelter or place not meant for human habitation immediately before entering the institution

*Category 2 – (Homeless)* *<u>Within 14 days of losing home:</u>* An individual or family who will imminently lose their primary nighttime residence, provided that:

(i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;

(ii) No subsequent residence has been identified; **AND**

(iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks needed to obtain other permanent housing

*Category 3 – (Homeless)* *<u>Youth/Children:</u>* Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:

(iv) Meet the homeless definition under another federal statute; **AND**

(v) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance; **AND**

(vi) Have experienced persistent instability as measured by two moves or more during the sixty day period immediately preceding the date of application for homeless assistance; **AND**

(vii) Can be expected to continue in such status for an extended period of time because of chronic disabilities, OR chronic physical health or mental health conditions, OR substance addiction, OR histories of domestic violence or childhood abuse (including neglect), OR the presence of a child or youth with a disability, OR two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment

*Category 4 – (Homeless) <u>Fleeing Domestic Violence:</u>* Any individual or family who:

- Is fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
- Has no other residence; **AND**
- Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing.

# ITHACA / TOMPKINS COUNTY CONTINUUM OF CARE

# (COC NY-510)

# Ranking and Review Process for FY2019 Program Competition



*Parts of this notice was adapted from HAWNY NY-508 CoC HUD Funding Guide*

The Human Services Coalition of Tompkins County, the lead agency for the Ithaca/Tompkins Continuum of Care (CoC), serves as the collaborative applicant for the annual Department of Housing and Urban Development (HUD) competitive grant process for homeless funding. The CoC submits the application each year requesting funding to support the homeless service providers in the geographic area. As part of this grant process, the CoC calls for project applicants to submit proposals for housing and services dedicated to homeless individuals and families. The annual competition is usually a two-step process, however for the FY2019 funding round, the CoC is requiring all projects applicants to submit an electronic application through *Esnaps*, the CoC grant portal. Applicants must submit their application in Esnaps on or before Friday, August 9th to be considered for funding.

The CoC's Ranking Committee will review new and renewal project applications, and use objective scoring criteria to determine appropriate funding. After eligible projects are reviewed and ranked, the Ranking committee submits funding recommendations to the full CoC membership for comment. The full CoC membership then votes to submit the Collaborative Application and Project Ranking.

Renewal projects are not required to answer the Requests for Proposals, however all projects will be reviewed and ranked according to CoC and HUD priorities, as well as the overall impact on the CoC system performance. Lower performing renewal projects can be reallocated to higher performing renewals or new projects that advance CoC priorities and have a positive impact on overall system performance.

*Project applicants serving survivors of domestic violence must use a comparable Homeless Management Information System (HMIS) data base which will allow submission of project performance data to the Ranking committee.*

As part of this competitive grant process, project applicants will be reviewed and ranked using the CoC Ranking Tool, which is aligned with the CoC's written standards, and HUD's priorities.

## *FY2019 HUD Funding Availability for NY-510 CoC:

Total Annual Renewal Demand (ARD): $204,846

Total Final Pro Rata Need (FPRN): $ 402,755

Tier I: $ 195,738



*Parts of this notice was adapted from HAWNY NY-508 CoC HUD Funding Guide*

CoC Bonus (6% PPRN): $ 49,477

Bonus for projects serving survivors of DV: $50,000

**Total amount of funding available in Tier I: $** 195,738*

**Total amount of funding available in Tier II: $** 49,477*

**Does not include DV bonus. Based on ranking of DV projects, the $50,000 bonus can be ranked in Tier I or Tier II*

Projects receiving the highest scores during the objective review and ranking process will be placed in Tier I. Lower performing projects will be placed lower in Tier I or in Tier II. New and renewal projects will compete for rankings in Tier I or Tier II. Lower performing projects may be reallocated to support higher performing new or renewal projects.

New projects will be able to apply under the Permanent Supportive Housing Bonus, the DV PH-RRH set aside, or through the process for reallocation.

**Renewal Projects** will be scored based on last year's APR and FY19 applications submitted in Esnaps. The CoC will consider project impact on overall CoC system performance, including the following general categories:

- Stability of housing
  - % of participants who retained or exited to permanent housing
- Impact on participant's income
  - % of participants who increased earned or unearned income
- Serving high-needs populations
  - % of participants entering directly from shelter or streets
- Project effectiveness
  - Project is cost effective and aligns with goals and system performance

**New Projects** will not have APRs to consider, but will be ranked based on the project impact on overall CoC system performance and the following general criteria:

- Agency experience
- Design of housing and support services
- Timeliness
- Financial experience



*Parts of this notice was adapted from HAWNY NY-508 CoC HUD Funding Guide*

***All projects must meet the CoC and HUD threshold requirements as outlined in the Ranking Tool and COC Request for Proposals. Applicants should thoroughly read the Notice of Funding Availability, COC RFP, and CoC Ranking Tool.***

## Reallocation

New and renewal projects will compete for Tier I rankings. Renewal projects that are not performing up to the CoC standards can be reduced or entirely eliminated through reallocation and the funds utilized for one or more new projects, or to higher performing renewal projects.

Reallocation can occur under the following circumstances:

- Current funded project declines to renew their project
- Current funded project adjusts their budget to a lower amount
- Current funded project voluntarily reallocates funding to a new project
- Ranking Committee made decision to partially or fully reallocate current funded projects based on performance or HUD priorities

Underperforming projects can be defined as follows:

- Low utilization rate
- Has not participated in Coordinated Assessment
- Not serving the target population
- Has a program that does not align with HUD priorities anymore (i.e., Housing First approach)
- Misuse of federal funds
- Program design has a negative impact on systems performance and overall CoC score

## Appeals Process

1. **Who May Appeal?**
   An agency may appeal a decision concerning a project application submitted by that agency

2. **What May Be Appealed?**



*Parts of this notice was adapted from HAWNY NY-508 CoC HUD Funding Guide*

The appeals process applies only to project scoring and ranking. *There is no appeal for project tiering.* An appeal may ***not*** be submitted if:

- all questions on the application were ***not*** completed
- all required attachments were ***not*** submitted with the application
- the application was ***not*** submitted by the required deadline

3. **Timing of an Appeal**
   Formal appeals may only be submitted by a project within **three (3) business days** of a project receiving their ranking. Appeals must be submitted in writing to the Collaborative Applicant, who will then forward to the Ranking Committee. The written appeal must consist of a brief statement no longer than one page, and can be in the form of a letter, memo or email. Any appeal via email must be sent to the Human Services Coalition, lbargar@hsctc.org, the Collaborative Applicant and Lead Agency.
4. **Appeals Decisions**
   The Ranking committee and the CoC Governance committee will review all appeals. Appeals are decided by majority vote and may not be overturned by the full CoC.

## Funding

Funding is at the discretion of HUD. The CoC is not fully responsible for HUD's decision to eliminate funding based on ARD or Pro Rata Need. The overall CoC performance measure contributes to the amount received, which means higher performing projects are vital to ensuring continued funding through this competition.



*Parts of this notice was adapted from HAWNY NY-508 CoC HUD Funding Guide*

## NAVIGATION


GO Customize Threshold Requirements

GO Customize Renewal/Expansion Project Rating Tool

GO Customize New Project Rating Tool


## CUSTOMIZE NEW AND RENEWAL/EXPANSION PROJECT THRESHOLD REQUIREMENTS

### CoC Threshold Requirements

*(Delete the X in the box next to any requirements you do not wish to include.)*

- [X] Coordinated Entry Participation
- [X] Housing First and/or Low Barrier Implementation
- [X] Documented, secured minimum match
- [X] Project has reasonable costs per permanent housing exit, as defined locally
- [X] Project is financially feasible
- [X] Applicant is active CoC participant
- [X] Application is complete and data are consistent
- [X] Data quality at or above 90%
- [X] Bed/unit utilization rate at or above 90%
- [X] Acceptable organizational audit/financial review
- [X] Documented organizational financial stability

*(The first five requirements are recon*
*either as Threshold Requirements or*

## CUSTOMIZE RENEWAL/EXPANSION PROJECT RATING TOOL

*Using the drop-down menu on the left customize rating factors for each project type or delete the type to view all factors at once.*
*Delete the X in the box besides any rating factor you do not wish to include. If desired, adjust the factor/goal and point value for each measure. You can add additional locally-defined criteria below. See the Source Chart for information about where to obtain data to use in scoring.*

| Performance Measures | Factor/Goal | Max Point Value |
|---|---|---|
| **Length of Stay** | | |
| [ ] RRH - On average, participants spend XX days from project entry to residential move-in | | |
| [X] PSH - On average, participants spend XX days from project entry to residential move-in | 15 days | 20 points |
| [X] TH - On average, participants stay in project XX days | 180 days | 20 points |
| [X] TH+RRH - TH Component - On average, participants stay in project XX days | days | 10 points |
| [X] TH+RRH - RRH Component - On average, participants spend XX days from project entry to residential move-in | days | 10 points |
| **Exits to Permanent Housing** | | |
| [ ] RRH - Minimum percent move to permanent housing | | |
| [X] PSH - Minimum percent remain in or move to permanent housing | 90 % | 25 points |
| [X] TH - Minimum percent move to permanent housing | 90 % | 25 points |
| [X] TH+RRH - RRH Component - Minimum percent move to permanent housing | 90 % | 25 points |
| **Returns to Homelessness (if data is available for project)** | | |
| [ ] RRH - Maximum percent of participants return to homelessness within 12 months of exit to permanent housing | | |
| [X] PSH - Maximum percent of participants return to homelessness within 12 months of exit to permanent housing | 15 % | 15 points |
| [X] TH - Maximum percent of participants return to homelessness within 12 months of exit to permanent housing | 15 % | 15 points |
| [X] TH+RRH - RRH Component - Maximum percent of participants return to homelessness within 12 months of exit to permanent housing | 15 % | 15 points |
| **New or Increased Income and Earned Income** | | |
| [ ] RRH - Minimum percent of participants with new or increased earned income for project stayers | | |
| [X] PSH - Minimum percent of participants with new or increased earned income for project stayers | 8 % | 2.5 points |
| [X] TH - Minimum percent of participants with new or increased earned income for project stayers | 8 % | 2.5 points |
| [X] TH+RRH - RRH Component - Minimum percent of participants with new or increased earned income for project stayers | 8 % | 2.5 points |
| [ ] RRH - Minimum percent of participants with new or increased non-employment income for project stayers | | |
| [X] PSH - Minimum percent of participants with new or increased non-employment income for project stayers | 10 % | 2.5 points |
| [X] TH - Minimum percent of participants with new or increased non-employment income for project stayers | 10 % | 2.5 points |
| [X] TH+RRH - RRH Component - Minimum percent of participants with new or increased non-employment income for project stayers | 10 % | 2.5 points |
| [ ] RRH - Minimum percent of participants with new or increased earned income for project leavers | | |
| [X] PSH - Minimum percent of participants with new or increased earned income for project leavers | 8 % | 2.5 points |
| [X] TH - Minimum percent of participants with new or increased earned income for project leavers | 8 % | 2.5 points |
| [X] TH+RRH - RRH Component - Minimum percent of participants with new or increased earned income for project leavers | 8 % | 2.5 points |
| [ ] RRH - Minimum percent of participants with new or increased non-employment income for project leavers | | |
| [X] PSH - Minimum percent of participants with new or increased non-employment income for project leavers | 10 % | 2.5 points |
| [X] TH - Minimum percent of participants with new or increased non-employment income for project leavers | 10 % | 2.5 points |
| [X] TH+RRH - RRH Component - Minimum percent of participants with new or increased non-employment income for project leavers | 10 % | 2.5 points |

## Serve High Need Populations *(select from drop-down menu)*

| | | | | | |
|---|---|---|---|---|---|
| | Project focuses on chronically homeless people | | | | |
| | RRH - XX% of participants are chronically homeless | | | | |
| X | PSH - XX% of participants are chronically homeless | 95 | % | 10 | points |
| X | TH - XX% of participants are chronically homeless | 95 | % | 10 | points |
| X | TH+RRH - RRH Component - XX% of participants are chronically homeless | 95 | % | 10 | points |

## Project Effectiveness

| | | | | | |
|---|---|---|---|---|---|
| X | RRH - Costs are within local average cost per positive housing exit for project type | Yes | | 20 | points |
| X | PSH - Costs are within local average cost per positive housing exit for project type | Yes | | 20 | points |
| X | TH - Costs are within local average cost per positive housing exit for project type | Yes | | 20 | points |
| X | TH+RRH - RRH Component - Costs are within local average cost per positive housing exit for project type | Yes | | 20 | points |
| X | RRH - Coordinated Entry Participation- Minimum percent of entries to project from CE referral (or alternative system for DV projects) | 95 | % | 10 | points |
| X | PSH - Coordinated Entry Participation- Minimum percent of entries to project from CE referral (or alternative system for DV projects) | 95 | % | 10 | points |
| X | TH - Coordinated Entry Participation- Minimum percent of entries to project from CE referral (or alternative system for DV projects) | 95 | % | 10 | points |
| X | TH+RRH - RRH Component - Coordinated Entry Participation- Minimum percent of entries to project from CE referral (or alternative system for DV projects) | 95 | % | 10 | points |
| X | RRH - Housing First and/or Low Barrier Implementation - CoC assessment of fidelity to Housing First from CoC monitoring or review of project policies and procedures | Yes | | 10 | points |
| X | PSH - Housing First and/or Low Barrier Implementation - CoC assessment of fidelity to Housing First from CoC monitoring or review of project policies and procedures | Yes | | 10 | points |
| X | TH - Housing First and/or Low Barrier Implementation - CoC assessment of fidelity to Housing First from CoC monitoring or review of project policies and procedures | Yes | | 10 | points |
| X | TH+RRH - RRH Component - Housing First and/or Low Barrier Implementation - CoC assessment of fidelity to Housing First from CoC monitoring or review of project policies and procedures | Yes | | 10 | points |

## Other and Local Criteria *(select from drop-down menu)*

| | | | | | |
|---|---|---|---|---|---|
| X | CoC Monitoring Score | Project is operating in conformance with CoC Standards | Yes | 10 | points |
| X | Cost per unit | | | 20 | points |
| X | PSH - Cost per unit | | | 20 | points |
| X | RRH - Cost per unit | | | 20 | points |
| X | PSH - Reliance on funding | How heavily does the project rely on CoC funding versus fund | | 20 | points |
| X | RRH - Reliance on funding | How heavily does the project rely on CoC funding versus fund | | 20 | points |
| X | PSH - Unsheltered | Minimum % of participants entering project from place not mea | | 10 | points |
| | RRH - Unsheltered | | | | |

**Total Maximum Score**

| | | |
|---|---|---|
| RRH projects: | 110 | points |
| PSH projects: | 200 | points |
| TH projects: | 150 | points |
| TH+RRH projects: | 150 | points |

# CUSTOMIZE NEW PROJECT RATING TOOL

## Experience

| | | Factor/Goal | Max Point Value |
|---|---|---|---|
| X | A. Describe the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application. | | 15 points |
| X | B. Describe experience with utilizing a Housing First approach. Include 1) eligibility criteria; 2) process for accepting new clients; 3) process and criteria for exiting clients. Must demonstrate there are no preconditions to entry, allowing entry regardless of current or past substance abuse, income, criminal records (with exceptions of restrictions imposed by federal, state, or local law or ordinance), marital status, familial status, self-disclosed or perceived sexual orientation, gender identity or gender expression. Must demonstrate the project has a process to address situations that may jeopardize housing or project assistance to ensure that project participation is terminated in only the most severe cases. | | 10 points |
| X | C. Describe experience in effectively utilizing federal funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants. | | 5 points |

## Design of Housing & Supportive Services

| | | | |
|---|---|---|---|
| X | A. Extent to which the applicant 1) Demonstrates understanding of the needs of the clients to be served. 2) Demonstrates that type, scale, and location of the housing fit the needs of the clients to be served. 3) Demonstrates that type and scale of the all supportive services, regardless of funding source, meets the needs of clients to be served. 4) Demonstrates how clients will be assisted in obtaining mainstream benefits. 5) Establishes performances measures for housing and income that are objective, measurable, trackable and meet or exceed any established HUD or CoC benchmarks. | | 15 points |
| X | B. Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs. | | 5 points |

| | | | | |
|---|---|---|---|---|
| X | C. Describe how clients will be assisted to increase employment and/or income and to maximize their ability to live independently. | | 5 | points |

## Timeliness

| | | | | |
|---|---|---|---|---|
| X | A. Describe plan for rapid implementation of the program, documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award. | | 10 | points |

## Financial

| | | | | |
|---|---|---|---|---|
| X | A. Project is cost-effective when projected cost per person served is compared to CoC average within project type. | | 5 | points |
| | B. Organization's most recent audit: | | | |
| X | 1. Found no exceptions to standard practicess | | 5 | points |
| X | 2. Identified agency as 'low risk' | | 5 | points |
| X | 3. Indicates no findings | | 5 | points |
| X | C. Documented match amount meets HUD requirements. | | 5 | points |
| X | D. Budgeted costs are reasonable, allocable, and allowable. | | 20 | points |

## Project Effectiveness

| | | | | | |
|---|---|---|---|---|---|
| X | Coordinated Entry Participation- Minimum percent of entries projected to come from CE referrals | 95 | % | 5 | points |

## Other and Local Criteria

| | | | | |
|---|---|---|---|---|
| x | Participates in CoC | | 10 | points |

**Total Maximum Score** All projects: 125 points

**FY 2019 Continuum of Care (CoC) Program Competition NOFA**

**CoC Estimated Annual Renewal Demand Report**

As stated in Section I.D of the FY 2019 CoC Program Competition NOFA, approximately $2.3 billion is available in the FY 2019 CoC Program Competition NOFA, including up to $50 million available for Domestic Violence (DV) Bonus projects, described in Section II.B.3 of the NOFA. HUD may add to the total amount with any available funds that have been carried over or recaptured from previous fiscal years. All requirements in the FY 2019 application process, including requirements for the entire CoC Consolidated Application and the total amount of funds available, are included in the NOFA. HUD will continue to require Collaborative Applicants to rank all projects, except CoC planning and Unified Funding Agency (UFA) Costs projects, in two tiers as described Sections II.B.10. a and b of the NOFA.

The following information provides each CoC the Preliminary Pro Rata Need (PPRN), Estimated ARD, Estimated ARD at 94 percent (Tier 1), CoC Bonus, DV Bonus, and CoC Planning amounts for each CoC listed. See Section III.C.2.c of the FY 2019 CoC Program Competition NOFA for the calculations used to determine the CoC Bonus amounts, Section III.C.2.h for the calculations used to determine the DV Bonus amounts, and Section V.B.2.e.(9)(a) for the calculations used to determine the CoC planning amounts.

| CoC Number and Name | PPRN | Estimated ARD | Tier 1 | CoC Bonus | DV Bonus | CoC Planning |
|---|---|---|---|---|---|---|
| NY-510 - Ithaca/Tompkins County CoC | $402,755 | $204,846 | $195,738 | $49,477 | $50,000 | $12,083 |

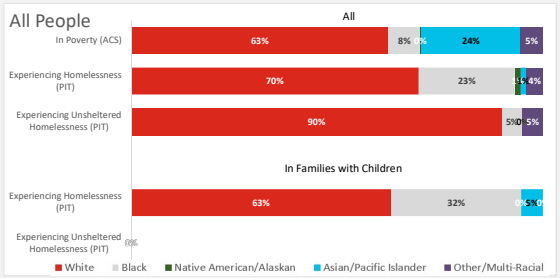
# CoC Racial Equity Analysis Tool

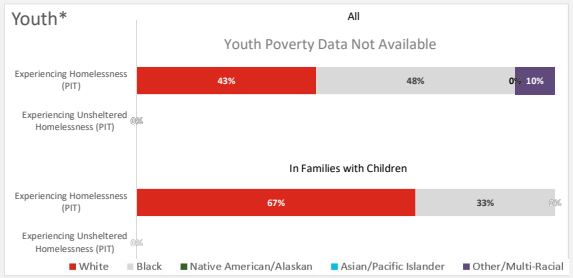
*Homelessness and poverty counts at the CoC and State level*

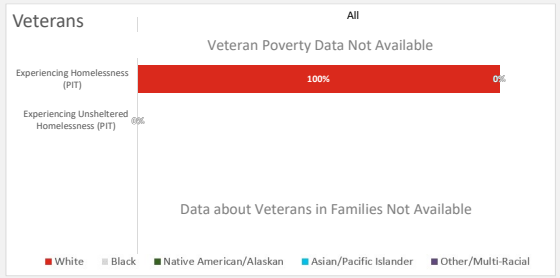
**Select your CoC**

NY-510 **Ithaca/Tompkins County CoC**

## Distribution of Race

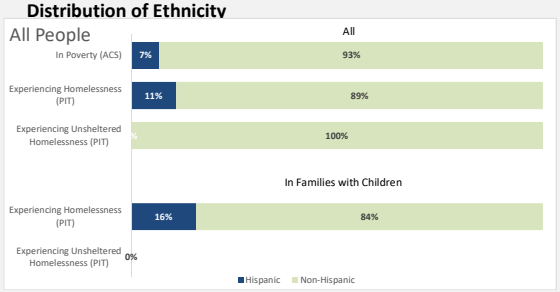


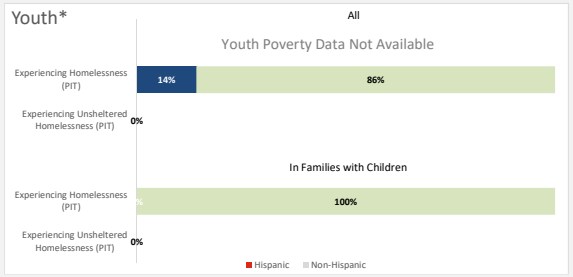



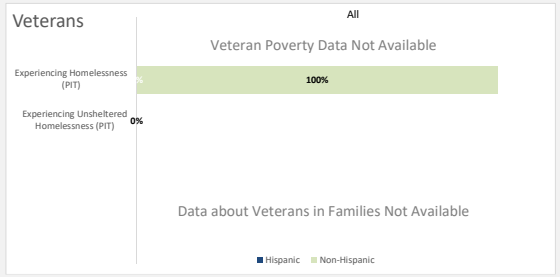




*Youth are individuals under the age of 25 who are unaccompanied or parenting.

## Distribution of Ethnicity




*Youth experiencing homelessness is limited to unaccompanied and parenting youth persons under 25.

## CoC Data

| Race and Ethnicity | All (ACS)[1] | | | | In Poverty (ACS)[1] | | | | Experiencing Homelessness (PIT)[2] | | | | Experiencing Sheltered Homelessness (PIT)[2] | | | | Experiencing Unsheltered Homelessness (PIT)[2] | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | All | | In Families with Children | | All | | In Families with Children | | All | | In Families with Children | | All | | In Families with Children | | All | | In Families with Children | |
| | # | % | # | % | # | % | # | % | # | % | # | % | # | % | # | % | # | % | # | % |
| **All People** | **103,855** | | **61,274** | | **18,547** | | **6,479** | | **73** | | **19** | | **53** | | **19** | | **20** | | **0** | |
| **Race** | | | | | | | | | | | | | | | | | | | | |
| White | 84,393 | 81% | 53,955 | 88% | 11,602 | 63% | 4,053 | 63% | 51 | 70% | 12 | 63% | 33 | 62% | 12 | 63% | 18 | 90% | 0 | 0% |
| Black | 4,315 | 4% | 2,278 | 4% | 1,400 | 8% | 489 | 8% | 17 | 23% | 6 | 32% | 16 | 30% | 6 | 32% | 1 | 5% | 0 | 0% |
| Native | 372 | 0% | 128 | 0% | 58 | 0% | 0 | 0% | 1 | 1% | 0 | 0% | 1 | 2% | 0 | 0% | 0 | 0% | 0 | 0% |
| Asian/Pacific Islander | 10,434 | 10% | 3,733 | 6% | 4,484 | 24% | 1,566 | 24% | 1 | 1% | 1 | 5% | 1 | 2% | 1 | 5% | 0 | 0% | 0 | 0% |
| Other/Multi-Racial | 4,341 | 4% | 1,180 | 2% | 1,003 | 5% | 371 | 6% | 3 | 4% | 0 | 0% | 2 | 4% | 0 | 0% | 1 | 5% | 0 | 0% |
| **Ethnicity** | | | | | | | | | | | | | | | | | | | | |
| Hispanic | 4,818 | 5% | 1,545 | 3% | 1,304 | 7% | 456 | 7% | 8 | 11% | 3 | 16% | 8 | 15% | 3 | 16% | 0 | 0% | 0 | 0% |
| Non-Hispanic | 99,037 | 95% | 59,729 | 97% | 17,243 | 93% | 6,023 | 93% | 65 | 89% | 16 | 84% | 45 | 85% | 16 | 84% | 20 | 100% | 0 | 0% |
| **Youth <25** | **44,532** | | | | **NOT AVAILABLE** | | | | **21** | | **6** | | **21** | | **6** | | **0** | | **0** | |
| **Race** | | | | | | | | | | | | | | | | | | | | |
| White | 32,549 | 73% | -- | -- | -- | -- | -- | -- | 9 | 43% | 4 | 67% | 9 | 43% | 4 | 67% | 0 | 0% | 0 | 0% |
| Black | 2,519 | 6% | -- | -- | -- | -- | -- | -- | 10 | 48% | 2 | 33% | 10 | 48% | 2 | 33% | 0 | 0% | 0 | 0% |
| Native | 0 | 0% | -- | -- | -- | -- | -- | -- | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% |
| Asian/Pacific Islander | 6,336 | 14% | -- | -- | -- | -- | -- | -- | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% |
| Other/Multi-Racial | 3,128 | 7% | -- | -- | -- | -- | -- | -- | 2 | 10% | 0 | 0% | 2 | 10% | 0 | 0% | 0 | 0% | 0 | 0% |
| **Ethnicity** | | | | | | | | | | | | | | | | | | | | |
| Hispanic | 2,952 | 7% | -- | -- | -- | -- | -- | -- | 3 | 14% | 0 | 0% | 3 | 14% | 0 | 0% | 0 | 0% | 0 | 0% |
| Non-Hispanic | 41,580 | 93% | -- | -- | -- | -- | -- | -- | 18 | 86% | 6 | 100% | 18 | 86% | 6 | 100% | 0 | 0% | 0 | 0% |
| **Veterans** | **0** | | | | **NOT AVAILABLE** | | | | **1** | | **NOT AVAILABLE** | | **1** | | **NOT AVAILABLE** | | **0** | **0%** | **NOT AVAILABLE** | |
| **Race** | | | | | | | | | | | | | | | | | | | | |
| White | 0 | 0% | -- | -- | -- | -- | -- | -- | 1 | 100% | -- | -- | 1 | 100% | -- | -- | 0 | 0% | -- | -- |
| Black | 0 | 0% | -- | -- | -- | -- | -- | -- | 0 | 0% | -- | -- | 0 | 0% | -- | -- | 0 | 0% | -- | -- |
| Native | 0 | 0% | -- | -- | -- | -- | -- | -- | 0 | 0% | -- | -- | 0 | 0% | -- | -- | 0 | 0% | -- | -- |
| Asian/Pacific Islander | 0 | 0% | -- | -- | -- | -- | -- | -- | 0 | 0% | -- | -- | 0 | 0% | -- | -- | 0 | 0% | -- | -- |
| Other/Multi-Racial | 0 | 0% | -- | -- | -- | -- | -- | -- | 0 | 0% | -- | -- | 0 | 0% | -- | -- | 0 | 0% | -- | -- |
| **Ethnicity** | | | | | | | | | | | | | | | | | | | | |
| Hispanic | 0 | 0% | -- | -- | -- | -- | -- | -- | 0 | 0% | -- | -- | 0 | 0% | -- | -- | 0 | 0% | -- | -- |
| Non-Hispanic | 0 | 0% | -- | -- | -- | -- | -- | -- | 1 | 100% | -- | -- | 1 | 100% | -- | -- | 0 | 0% | -- | -- |

## State Data

| Race and Ethnicity | All (ACS)[1] | | | | In Poverty (ACS)[1] | | | | Experiencing Homelessness (PIT)[2] | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | All | | In Families with Children | | All | | In Families with Children | | All | | In Families with Children | |
| | # | % | # | % | # | % | # | % | # | % | # | % |
| **All People** | **19,668,538** | | **15,728,172** | | **3,005,943** | | **2,181,168** | | **89,503** | | **52,113** | |
| **Race** | | | | | | | | | | | | |
| White | 12,700,000 | 65% | 9,922,131 | 63% | 1,404,979 | 47% | 917,251 | 42% | 19,894 | 22% | 9,939 | 19% |
| Black | 3,070,392 | 16% | 2,458,956 | 16% | 691,900 | 23% | 519,516 | 24% | 61,463 | 69% | 38,047 | 73% |
| Native | 74,793 | 0% | 60,630 | 0% | 19,805 | 1% | 15,246 | 1% | 729 | 1% | 470 | 1% |
| Asian/Pacific Islander | 1,570,223 | 8% | 1,334,863 | 8% | 278,136 | 9% | 213,247 | 10% | 2,247 | 3% | 1,279 | 2% |
| Other/Multi-Racial | 2,253,130 | 11% | 1,951,592 | 12% | 611,123 | 20% | 515,908 | 24% | 5,170 | 6% | 2,378 | 5% |
| **Ethnicity** | | | | | | | | | | | | |
| Hispanic | 3,619,658 | 18% | 3,108,717 | 20% | 917,179 | 31% | 757,257 | 35% | 29,408 | 33% | 19,558 | 38% |
| Non-Hispanic | 16,048,880 | 82% | 12,619,455 | 80% | 2,088,764 | 69% | 1,423,911 | 65% | 60,095 | 67% | 32,555 | 62% |
| **Youth <25** | **6,237,379** | | **NOT AVAILABLE** | | **1,331,958** | | **NOT AVAILABLE** | | **5,849** | | **3,020** | |
| **Race** | | | | | | | | | | | | |
| White | 3,670,002 | 59% | -- | -- | 579,545 | 44% | -- | -- | 1,411 | 24% | 613 | 20% |
| Black | 1,086,972 | 17% | -- | -- | 319,878 | 24% | -- | -- | 3,986 | 68% | 2,163 | 72% |
| Native | 28,027 | 0% | -- | -- | 9,209 | 1% | -- | -- | 42 | 1% | 20 | 1% |
| Asian/Pacific Islander | 473,862 | 8% | -- | -- | 109,428 | 8% | -- | -- | 144 | 2% | 52 | 2% |
| Other/Multi-Racial | 978,516 | 16% | -- | -- | 313,898 | 24% | -- | -- | 266 | 5% | 172 | 6% |
| **Ethnicity** | | | | | | | | | | | | |
| Hispanic | 1,436,647 | 23% | -- | -- | 444,229 | 33% | -- | -- | 1,859 | 32% | 1,117 | 37% |
| Non-Hispanic | 4,800,732 | 77% | -- | -- | 887,729 | 67% | -- | -- | 3,990 | 68% | 1,903 | 63% |
| **Veterans** | **828,586** | | | | **NOT AVAILABLE** | | | | **1,244** | | **NOT AVAILABLE** | |
| **Race** | | | | | | | | | | | | |
| White | 697,525 | 84% | -- | -- | -- | -- | -- | -- | 542 | 44% | -- | -- |
| Black | 89,220 | 11% | -- | -- | -- | -- | -- | -- | 651 | 52% | -- | -- |
| Native | 2,968 | 0% | -- | -- | -- | -- | -- | -- | 9 | 1% | -- | -- |
| Asian/Pacific Islander | 10,127 | 1% | -- | -- | -- | -- | -- | -- | 7 | 1% | -- | -- |
| Other/Multi-Racial | 28,746 | 3% | -- | -- | -- | -- | -- | -- | 35 | 3% | -- | -- |
| **Ethnicity** | | | | | | | | | | | | |
| Hispanic | 57,847 | 7% | -- | -- | -- | -- | -- | -- | 175 | 14% | -- | -- |
| Non-Hispanic | 770,739 | 93% | -- | -- | -- | -- | -- | -- | 1,069 | 86% | -- | -- |

**Sources:**

[1] American Community Survey (ACS) 2011-2015 5-yr estimates; Veteran CoC data comes from the ACS 2015 1-yr estimates; Total youth in the American Community Survey is a rollup of race estimates of all persons under 25.

[2] Point-In-Time (PIT) 2017 data

**Note:** Race estimates of individuals in families with children are based on the race of the householder.