

June 2, 2016

TO: Members of the MAG Continuum of Care Regional Committee on Homelessness

FROM: Mattie Lord, UMOM New Day Centers, Chair
Jacki Taylor, Save the Family Foundation of Arizona, Vice Chair

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Meeting - 9:30 a.m.

Wednesday, June 8, 2016

MAG- 2nd floor Ironwood Room

302 N. 1st Avenue

Phoenix, AZ 85003

(Parking is available from the garage below the building. Bring your parking ticket to the meeting for validation.)

The next MAG Continuum of Care Regional Committee on Homelessness (CoC) meeting will be held at the time and place noted above. Members of the CoC may attend either in person or by phone. Supporting information is enclosed for your review.

The meeting agenda and resource materials are also available on the MAG website at www.azmag.gov. In addition to the existing website location, the agenda packet will be available via the File Transfer Protocol (FTP) site at: <ftp://ftp.azmag.gov/ContinuumOfCareRegionalCommitteeonHomelessness>. This location is publicly accessible and does not require a password.

Please park in the garage underneath the building. Bring your ticket to the meeting, parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

In 1996, the Regional Council approved a simple majority quorum for all MAG advisory committees. If the Continuum of Care Committee does not meet the quorum requirement, members who have arrived at the meeting will be instructed a legal meeting cannot occur and subsequently be dismissed. Your attendance at the meeting is strongly encouraged.

Pursuant to Title II of the Americans with Disabilities Act (ADA), MAG does not discriminate on the basis of disability in admissions to or participation in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

If you have any questions, please call the MAG office.

MAG CONTINUUM OF CARE REGIONAL COMMITTEE ON HOMELESSNESS (COC)
TENTATIVE AGENDA
June 8, 2016

COMMITTEE ACTION REQUESTED

1. Call to Order

2. Call to the Audience

An opportunity will be provided to members of the public to address CoC on items not scheduled on the agenda that fall under the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Citizens will be requested not to exceed a three minute time period for their comments. A total of 15 minutes will be provided for the Call to the Audience agenda item, unless CoC requests an exception to this limit. Please note that those wishing to comment on agenda items posted for action will be provided the opportunity at the time the item is heard.

3. Approval of May 11, 2016 Meeting Minutes

The draft document Minutes for the May 11, 2016 Meeting was distributed with the meeting materials.

4. Rapid Re-housing Financial Assistance Standards

The Permanent Housing Work Group convened a subgroup of Rapid Re-housing providers and funders to recommend Rapid Re-Housing financial assistance standards for CoC- and ESG-funded RRH projects. A draft Rapid Re-housing Financial Assistance Standards document was distributed with the meeting materials.

2. Information.

3. Approval of the May 11, 2016 Continuum of Care Committee meeting minutes.

4. Information, discussion, and possible action to recommend Board adoption of the Rapid Re-housing Financial Assistance Standards.

5. CoC Committee Membership Recruitment

The CoC Governance Charter stipulates that the CoC Committee will review membership biannually, January and July, to address ongoing membership needs for the Committee. The Committee will discuss membership needs and requirements around representation from categories required by the HEARTH Act. A matrix of Membership Categories was distributed with the meeting materials.

6. Coordinated Entry Policies and Procedures for Welcome Center and Family Housing Hub

Standing Strong for Families and the HEART group have drafted Policies and Procedures around the Coordinated Entry Systems for families and single adults. The committee will review draft Policies and Procedures for the Family Housing Hub and draft Policies and Procedures for the Welcome Center.

7. Continuum of Care 2016 Notice of Funding Availability Strategy Session

The 2016 Notice of Funding Availability (NOFA) is expected to be released this summer. The U.S. Department of Housing and Urban Development (HUD) has indicated priorities around the upcoming NOFA including the expectation that the CoC will be required to tier project funding recommendations. A section of the 2016 NOFA Registration articulating HUD priorities was distributed with the meeting materials.

8. System Performance Measures

HUD is requiring CoCs to submit system performance measures in concert with the 2016 NOFA review process. HUD priorities in

5. Information, discussion and possible action to recommend recruitment of new members of the CoC Committee.

6. Information, discussion, and possible action to recommend the approval of the Coordinated Entry Policies and Procedures.

7. Information, discussion, and possible action around recommendations for the 2016 NOFA process.

8. Information, discussion, and possible action to recommend specific actions to improve the CoC's System Performance.

evaluating the 2016 NOFA submissions will include the degree to which the community utilizes System Performance Measures to evaluate the community's overall homeless services delivery. CIR will present the System Performance Measures for the CoC.

9. CoC Scorecard and Reporting Options

The CoC Committee adopted changes to the Program Performance Scorecard on December 9, 2015. With the issuance of the HUD priorities in the 2016 NOFA registration, the Committee will review the scorecard in light of HUD's stated priorities. A draft of the CoC-adopted scorecard was distributed with the meeting materials.

10. Tier 2 Funding Update

Update on the Tier 2 funding decision. Information on HUD response, impacted clients, and community planning around funding needs.

11. Reports from Work Groups and Board

The following updates will be provided for information and discussion:

- Performance Standards and Data Quality (PSDQ)
- Coordinated Entry and Oversight Work Group (CEOWG)
- HMIS Committee
- ESG Collaborators
- CoC Board

12. Performance Improvement Plans and Processes

Discussion regarding Performance Improvement Plans and Processes. Possible creation of flow chart and desired timeline.

9. Information, discussion, and possible action to recommend changes to the 2016 Program Performance Scorecard.

10. Information, discussion, and possible action to recommend strategies for addressing the Tier 2 funding decision.

11. Information and discussion only.

12. Information, discussion and possible adoption of timeline and flow chart for Performance Improvement Plans and Processes.

13. Request for Future Agenda Items

Topics or issues of interest that the MAG Continuum of Care Regional Committee on Homelessness would like to have considered for discussion at a future meeting will be requested.

14. Comments from the Committee

An opportunity will be provided for Continuum of Care Committee (CoC) members to present a brief summary of current events. CoC members are not allowed to propose, discuss, deliberate or take action at the meeting on any matter in the summary, unless the specific matter is properly noticed for legal action.

Adjournment

13. Information and discussion of future agenda items.

14. Information.

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS (MAG)
CONTINUUM OF CARE COMMITTEE
May 11, 2016
MAG Office Building, Ironwood Room

MEMBERS ATTENDING

Karia Basta, Arizona Department of Housing
(ADOH)

David Bridge, Human Services Campus (HSC)

Erin Callinan, Arizona Coalition to End Sexual and
Domestic Violence (ACESDV)

Kathy Di Nolfi, A New Leaf

Robert Ferraro, City of Tempe Law Enforcement

Joann Hatton, Arizona Healthcare Cost Containment
System (AHCCCS)

Vicki Helland, Community Bridges

Michelle Jameson, United States Veterans Initiative,
U.S. VETS-Phoenix

Nicole Janich MSW, Arizona State University

Jessa Johnson, Mercy Maricopa Integrated Care
(MMIC)

*Stephanie Knox, Arizona Department of Economic
Security

Mattie Lord, UMOM New Day Center

Alicia Kenney for Nancy Marion, House of Refuge
East

*Neither present nor represented by proxy.

#Attended by telephone conference call.

+Attended by video conference.

Suzie Martin, Homeward Bound

Kenneth McKinley, Tumbleweed

Linda Mushkatel, Lodestar Day Resource Center
(LDRC)

Liz Morales for Dennis Newburn, City of Mesa

Lisa Eddings-Wilburn, Terros Safe Haven

#Rodrigo Olivares, Crisis Response Network

Stephen Sparks, Labor's Community Service Agency
(LCSA)

Sara Sims, Phoenix Elementary School District

Ursula Strehans, Central Arizona Shelter Services
(CASS)

Charles Sullivan, Arizona Behavioral Health
Corporation (ABC)

Stephanie Smith, Native American Connections

Jacki Taylor, Save The Family

Michelle Thomas, Community Information &
Referral

Keith A. Thompson, Phoenix Shanti Group

Dorian Townsend PhD, Sojourner Center

Ronald Lopes for John Wall, Arizona Housing Inc.

OTHERS PRESENT

Tricia Cano, CIR
Jennifer Dangremond, Native American Connections (NAC)
Shane Groen, Arizona Coalition to End Homelessness (ACEH)
Kelli Donley, AHCCCS
Margaret Kilman, Maricopa County Human Services Department
Gilbert Lopez, City of Glendale
Denise Majors, Moves That Matter
Lisa Miller, UMOM

Trina Newell, Recovery Innovations International
Catherine Rea, Community Information and Referral (CIR)
#Ty Rosensteel, CASS
Barbara Sloan, The Salvation Army
Nicky Stevens, Save the Family
Stephanie Shaw, Area Agency on Aging
Steven Shivers, Homeless ID Project
Celina Brun, MAG
Anne Scott, MAG

1. Call to Order and Introductions

Mattie Lord, UMOM New Day Center, Chair of the Continuum of Care (CoC) Committee, called the meeting to order at 9:38 a.m. Introductions of the Committee and audience ensued.

2. Call to the Audience

Audience members were given an opportunity to address the Committee on items that were not on the agenda that are within the jurisdiction of the Committee, or non-action agenda items that are on the agenda for discussion or information only.

3. Approval of the April Meeting Minutes

Chair Lord entertained a motion to approve the April 13, 2016, meeting minutes. A motion to approve the minutes was made by Keith A. Thompson, Phoenix Shanti Group. The motion was seconded by Erin Callinan, Arizona Coalition to End Sexual and Domestic Violence (ACESDV). There were no comments. The motion passed.

4. CoC Conflict of Interest Policy

Chair Lord: this is a topic that was initiated in the Coordinated Entry Oversight Work Group and generated some discussion. There is a tiny paragraph in the Governance Charter indirectly regarding *conflict of interest*. The *conflict of interest* policy and form is included in the packet that was handed out. The idea is to review the document and provide feedback. Currently *conflict of interest* pertains to the Committee and Board, however the question now is whether the *conflict of interest* policy should apply to the working groups as well. Chair Lord referred to page 22 that stipulates if the CoC Board is to decide on an issue about which a member has an unavoidable conflict of interest, the member shall absent herself/himself not only from the vote, but from the deliberation on the issue. She then added that it seems problematic since the structure of the Board is to have representative roles, for example Darlene Newsom, UMOM, sits on the Board to represent the homeless family and domestic violence population, and Dede Yazzie-Devine sits on the Board representing the homeless youth population. That is how it was designed, so if they are not even able to participate in the dialogue around funding decisions at the Continuum of Care level, it would seem too restrictive.

Linda Mushkatel, LDRC: we wrote some new *conflicts of interest* policy this year for the campus and none of the documents discuss eliminating members from the deliberation, only from the vote.

Chair Lord: asked Committee members if they felt it was too restrictive.

Discussion continued on the formality of committee members agreeing on the *conflict of interest* policy.

Charles Sullivan, ABC Housing: noted that if the current document applies to members of the Board, Committee, *and* working groups, then more than half of the members would be unable to participate.

Discussion continued on the status and details of the document.

Mr. Thompson: There are fiduciary responsibilities that members of the Board should not be restricted from discussing.

David Bridge, HSC: suggested adding clear language on fully disclosing any *conflict of interest*.

Chair Lord: identified the sentences in question in the Governance Charter as applied to the Board and the Committee. It is called a *Code of Conduct*, and states “ a CoC Board member must disclose those personal, professional, and business relationships when making decisions and taking action on items. If there is a conflict of interest the member must recuse himself or herself from voting on any action on that item.” Chair Lord added that it could be that simple and added to the working groups if the group thinks those two sentences capture what is most important.

Kelli Donley, AHCCCS: as a chair of the Coordinated Entry Oversight Work Group (“CEOWG”), it would be beneficial to see/know everybody who has outside affiliations. I may know where you work but I don’t know what additional groups you may be a part of that may have direct or indirect influence from the decision you make at this group.

Chair Lord: inquired with Ms. Donley what type of change would be most appropriate.

Ms. Donley: just be upfront about your connections.

Brandee Mead, MAG: if the current *Code of Conduct* statement is fitting, perhaps it could be applied to the working groups and then the Committee could adopt the form and ask each member of those groups to complete the form and that would be kept on file.

Chair Lord: in the interest of transparency, the file would need to be available online. She then added that she preferred generalizing the *Code of Conduct* across all of the working groups and sought feedback from Committee members.

Committee member came to consensus to generalize the *Code of Conduct* across all of the working groups.

Mr. Bridge: noted that being required to disclose your conflicts is not included, and should be included.

Discussion continued.

Ms. Mushkatel: suggested giving the responsibility of the umbrella knowledge on members with conflicts of interest to the chair of the Board or Committee to avoid the nightmare of paperwork.

Ms. Mead: added that it should be the responsibility of the member with the conflict to recuse themselves from voting.

Jacki Taylor, Save the Family and Committee Vice-chair: stated her concern on how the *Code of Conduct* would affect family providers on the Committee.

Jessa Johnson, MMIC: as the Regional Behavioral Health Authority we fund a majority of the behavioral health programs and provide the match, so I would not have a say in anything which seems difficult.

Stephen Sparks, LCSA: noted that since the Committee does not play a fiduciary role, the *Code of Conduct* should not apply to Committee members.

Chair Lord: nowhere in the *Code of Conduct* does it state that *conflict of interested* is specific to fiduciary duties. In fact, the way it is stated now is how the Board and Committee should have been acting all along.

Discussion continued on the roles and responsibilities of the Committee versus the Board in regards to *conflicts of interest*.

Mr. Sparks: Committee members should still disclose their conflicts of interest but should not be forced to recuse themselves from the dialogue.

Discussion continued.

Vice-chair Taylor: suggested removing the Committee from the responsibility of the *Code of Conduct*, noting that the *Code of Conduct* in the Governance Charter is only germane to the Board and the Work Groups.

Mr. Bridge: noted that the Committee has made decisions and recommendations that have ultimately affected funding decisions at the Board level.

Mr. Sparks: the Committee could appeal to the Board disclosing any *conflicts of interest* however the Board is the ultimate decision maker.

Mr. Bridge: most of the Committee's decisions and recommendations are contemplative. He simply noted that transparency and the disclosure piece are important.

Ms. Donley: suggested that the Committee simply disclose *conflict of interests* since there is too much overlap and too much expertise. If members must recuse themselves, nothing would get done because no one could vote. She added that Board members should not be allowed to vote on their own funding.

Chair Lord: based on Kelli's suggestion, the second line of the *Code of Conduct* would be eliminated.

Michelle Thomas, CIR: suggested clarifying the term "business relationship" because if it included funders, then many Board members would not be able to participate.

Mr. Sullivan: suggested developing a form and referencing the form in the *Code of Conduct*. He then noted his uncertainty if a *conflict of interest officer* was necessary to manage and identify the conflicts.

Ms. Scott: noted that some Work Groups are open and have open membership so her concern is how the Committee would envision managing paperwork.

Chair Lord: first the Committee needs to determine what is most appropriate for the Committee members. She then suggesting rewording the sentence in question to read "a CoC member must disclose personal and professional relationships per the agreed upon disclosure form.", and then a sentence about operating ethically.

Mr. Bridge: suggested developing policy that goes into detail on the various types of relationships that would fall under the *conflict of interest* policy.

Chair Lord: suggested that MAG staff work on the most appropriate language.

Vice-chair Taylor: motioned to not approve the *Conflict of Interest* form as presented, but rather we have MAG staff draft a copy of a disclosure form that simply is germane for the Board, Committee, and Work Groups and consistent with the *Code of Conduct*. She then added amending the *Code of Conduct* and remove the term "personal" as it applies to the Committee.

Due to the complexity of amendments, the motion was not seconded.

Mr. Sullivan: suggested only looking at the documents in questions as they apply to Work Groups that report directly to the Board like the Committee, PSDQ, or CEOWG, because there is an understanding that the Work Groups which do not report to the Board will not be able to comply with the *Code of Conduct*.

Chair Lord: inquired if Mr. Sullivan was suggesting that the Governance Charter include a *Code of Conduct* for the Board and each of the groups that report directly to the Board?

Mr. Sullivan: Yes.

Mr. Sullivan: motioned that the Governance Charter include a *Code of Conduct* for the Board and each of the groups that report directly to the Board.

Mr. Bridge: seconded the motion that the Governance Charter includes a *Code of Conduct* for the Board and each of the groups that report directly to the Board.

Chair Lord: opened the floor for comments. There were no further comments.

The motion passed unanimously.

Chair Lord: inquired about a motion to reject the document presented.

Joann Hatton, AHCCCS: motioned to reject the *Code of Conduct* as presented and have MAG staff draft a new *Code of Conduct* and Disclosure Statement for the meeting, including definitions.

Mr. Bridge: seconded the motion to reject the *Code of Conduct* as presented and have MAG staff draft a new *Code of Conduct* and Disclosure Statement for the meeting, including definitions.

The motion passed unanimously.

Chair Lord: inquired if Committee members wanted to do anything else on the topic of *conflict of interest* as it pertains to the Work Groups.

Discussion continued.

Chair Lord: inquired with Ms. Donley if she was pleased with the result of the discussion.

Ms. Donley: just keep it simple and to the point. To Ms. Johnson's point, we cannot make people be honest if they don't want to be. I recognize that that is complicated, but maybe the *Code of Conduct* should state something to the effect of "we all agree that if you benefit from what is being discussed, you mention that." Whether it is your spouses' employment that will benefit it, or you are personally going to benefit from it because you serve on a board and this decision is going to help the organization you volunteer for, it could be that simple.

There were no further comments.

5. Performance Improvement Plans ("PIP") and Processes-Chair Lord noted that this was discussed previously and is within the responsibilities of the Committee to outline the Performance Improvement process. Chair Lord then suggested developing a flow chart to illustrate the process that the Committee thought should happen. How is it determined that someone is underperforming? Is that based on the scorecard? Part of the NOFA process? Is that part of the monitoring process? Does one

trigger the other? Are they related? Are they separate? Once they are determined as underperforming, what are the steps that follow?

Ursula Strehphans, CASS: notes that she is in support of monitoring and believes there are opportunities for organizations to learn from one another, however as she started thinking about the technical aspects of it, the recipients of the CoC grant funds are direct contracts with HUD-not with the CoC, so then is it our responsibility to monitor outside of the scorecard?

Ms. Scott: for clarification, the HEARTH Act does require us to monitor. There are different models of monitoring.

Ms. Strehphans: rephrased her questions and inquired about what types of monitoring would be considered for the CoC.

Chair Lord: that has not been decided. Furthermore, the Committee has been tasked with developing the Performance Improvement Plan process, not the monitoring piece.

Discussion continued

Chair Lord: views monitoring as related to compliance and the scorecard as related to performance and the PIP is based around performance.

Ms. Scott: noted that the Board decided that they would like to see scorecards bi-annually in June and January.

Chair Lord: well, June is too late, so January would be next. She then inquired with the Committee if the Board should decide-based on their scorecard-the projects that should undergo a PIP.

Karia Basta, ADOH: suggested that the Board should be able to recommend to the Committee the projects that should undergo a PIP.

Chair Lord: sought clarification on the idea that projects could request a PIP.

John Wall, AHI: suggests that anyone should be able to request for the performance improvement plan. Low performers should be required to have a performance improvement plan.

Discussion continued on the option to request a PIP.

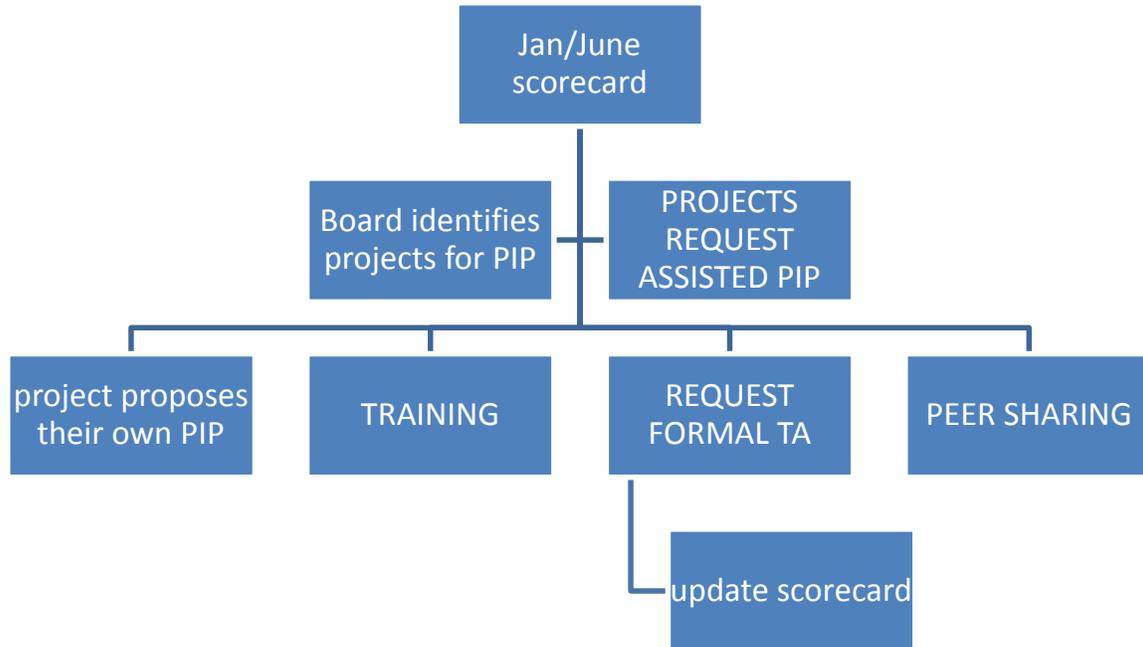
Mr. Wall: suggested making a recommendation that perhaps the bottom 25 percent of projects be mandated to undergo a PIP, while recognizing that the Board will make their own decision.

Mr. Sullivan: forcing a PIP on a project that is on the line may not be necessary.

Ms. Johnson: suggested that technical assistance should be available to all projects.

Vice-chair Taylor: inquired about where the technical assistance would be coming from.

Chair Lord: draws the diagram below to demonstrate the Committee’s conclusion on the PIP process.



Discussion continued on the details of developing the plan and taking into consideration the historical context of funding and performance.

Ms. Strephans: noted that attempting the process for the June score card would be tough.

Discussion continued on when to begin the process.

Ms. Hatton: suggested including peer sharing.

Ms. Johnson: inquired if MAG would be providing the technical assistance piece.

Ms. Scott: MAG can provide technical assistance from HUD. For TA on training, that would fall under the *request for formal technical assistance and training*.

Discussion continued on performance reports.

Chair Lord: perhaps it is MAG’s role to sit down with the project and develop the plan and leave the technical assistance to someone else.

Brande Mead, MAG: noted that there are certain things that MAG can help with; like looking at ways to reallocate, we can identify some areas to assist with, and also help to make those connections-going back to the “who” with the HUD office, and putting in a formal TA request.

Ms. Hatton: inquired if a plan would be developed after a request was submitted.

Ms. Donley: Inquired if the scorecard is solely within the Continuum reiterating the fact that there will always be providers in the bottom 10 percent, and if that is the case, a benchmark should be set.

Vice-chair Taylor: in light of the decimation of family programs with this HUD round it would be interesting to do some data analysis around the actual scores of those groups that were really impacted from defunding to see if there could have been benefit from TA. That might help inform us and help determine benchmarks for scores.

Dorian Townsend, Sojourner Center: we should also be aware HUD's redefined priorities, because with 50 percent of Transitional Housing programs being eliminated, it seems that you can improve your score but you will never be ranked as high as a Permanent Housing program.

Discussion on the process continued.

Ms. Mead: inquired if there was language in the Rank and Review process regarding a PIP process.

Ms. Martin: suggested a checks-and-balances system between MAG/TA and the project to ensure the most appropriate plan.

Mr. Bridge: inquired if there is a way to get objective feedback on the deficiencies of a project.

Ms. Scott: during the Rank and Review process we go through the score card with each project and we agree on the scorecard and discuss if the scoring differs from the provider's self-score so that it is clear.

Mr. Bridge: clarified that an objective list of areas to work on should be given to each project so the projects can determine the direction of their PIP.

Ms. Hatton: with the Permanent Supportive Housing fidelity reviews that have been going around, a score is sent out with an evaluation of those scores and the agency is offered the chance to have a review.

Chair Lord: recommended that the Rank and Review process go hand-in-hand with PIP process.

Mr. Wall: noted that the Permanent Housing Work Group has been working on this process for a while. He then suggested leaving the PIP process with the PH work group in an effort to not duplicate efforts.

Chair Lord: suggested that the PH work group should help with the TA and Peer sharing.

6. Recovery Housing Criteria- Keith Thompson provided an update on the Recovery Housing criteria.

Mr. Thompson: in the interested of moving ahead to get an inventory of all Recovery Housing providers in Maricopa County he developed a single-page document that clearly differentiates *resident choice* and *admission* and *discharge* between the Housing First approach and Recovery Housing. He then suggested moving ahead and enlisting MAG staff to doing a survey, using the document provided, in the next week of all the projects as to whether they self-identify as Recovery Housing.

Ms. Scott: the idea was to send an email out with the presented document attached, asking everyone to identify themselves if they are Recovery Housing. We would send the email to the CoC funded programs not the Housing Inventory list.

Mr. Thompson: suggested that the email not be sent to projects that were not funded.

Chair Lord: clarified that in a project would need to meet all the criteria listed in order to be considered a Recovery Housing approach.

Mr. Thompson: confirmed Chair Lord's statement.

Chair Lord: this document needs to be approved in order to determine how many projects are considered Recovery Housing.

Ms. Martin: motioned to adopt the list taken from HUD and USICH Housing First documents to use in our community.

Mr. Wall: seconded the motion to adopt the list taken from HUD and USICH Housing First documents to use in our community.

The motion passed unanimously.

There were no further comments.

7. Reports from Work Groups and Board

PSDQ: Charles

- Met last on April 25, 2016 and May 2, 2016.
- During that time the Board adopted all data sharing documents.
- Moving forward on other policies and procedures based on those approvals.
- Want to be sure to implement policies and procedures that will apply to all groups and data systems in the community.
- PSDQ will start with the data quality plan, the security plan, and then the privacy plan and develop a process of updating those plans at least annually-if not more often.
- Will begin developing the project performance report for HMIS.
- The report request for programs to be able to independently run their own performance request was sent to BOWMAN for a quote. Bowman quoted \$10,000 to develop the reports.
- Karia Basta, ADOH: suggested waiting to see what is coming out. Furthermore, since all 3 CoC's are using the same system, she suggested all 3 CoC's get together to develop the reports.
- Mr. Sullivan: noted that he would pass the message on to PSDQ.
- Chair Lord: expressed that she is extremely disappointed that the community will be unable to run their own reports. She added that this decision be made by the board at the next meeting. Is very disappointed that MAG or HMIS cannot use their funding to develop the reporting. Not having the report capability does jeopardize the whole system and defeats the purpose for having a CoC Board or Committee. She added that \$10,000 is

not such a high cost when you consider the high stake data-driven decision that are made from reports.

- Mr. Sullivan: suggested that at the next meeting, the Committee determine what to do with the current report, what to do with reports in HMIS while considering that the HMIS report is changing in the fall of 2016, so whatever is created would need to be recreated.
- Michelle Thomas, CIR: broke down the \$10,000 and said that one way to reduce the price is to write our own guide. She noted there are options to lower the cost that can be discussed at the next meeting.
- Discussion continued on the issue of placing the cost back on the provider.
- Ms. Martin: stated her concern for the cost going back to the provider.
- Chair Lord: noted that performance measurements are the foundation of planning.
- Charles: discussed different reporting options.
- Chair Lord: suggested putting the reporting on the next agenda and asked that members think about their thoughts on reporting for the next meeting.
- Catherine Rea, CIR: noted that Bowman came to MAG and presented on the new system and the very issues currently being discussed as well as the priorities of the report. The presentation also included changeovers to the new 6.0 system. Discussion on whether the reports in ART can be transferred to the new system or if the reports will need to be rewritten will occur soon.
- Mr. Sullivan: noted that the two different reporting platforms use different languages so work will still need to be done to translate into the new language.
- There were no further comments.

CEOWG: Ms. Johnson stated that there were no updates to report other than the timeline.

Ms. Scott: the group is continuing a timeline of actions that the group hopes to accomplish in the next year.

Chair Lord: clarified that the timeline was already approved by the Board, it was just a matter of the order of priorities.

HMIS Committee: Ms. Thomas presented the updates listed below.

- As previously mentioned, Bowman Systems presented on the different modules in the system and the new software. There was also a sneak-peak of 6.0 which is schedule for release in the fall.
- Passed out the annual HMIS report to all Committee members.

ESG Collaborators: there were no updates available.

CoC Board: Ms. Scott provided the updates listed below.

- The Board last met on April 25, 2016
- Approved and adopted
 - Data sharing Affinity Groups
 - The Release of Information (“ROI”) and the process for establishing the Affinity Groups
 - Signing the Memorandum of Understanding (“MOU”) with CIR

- Recovery Housing policy with the caveat that we work to define Recovery Housing. Ms. Scott added that the work at this meeting would help define Recovery Housing.
- Viewed the presentation by the Morrison Institute
- The next Board meeting is an Emergency meeting scheduled for May 16, 2016 to discuss the Tier 2 funding decisions.

There were no further updates.

8. Systems Level Performance Measure Dashboard-Chair Lord noted that several meetings ago, the Committee approved the Community Shelter Board format for the systems level performance reporting. Progress has been made and now Ms. Thomas will present an example of the dashboard.

Ms. Thomas: distributed a dashboard and then discussed the data being presented. She noted that goals have not been set and the data present is all family emergency shelters. The next dashboard will be focused on singles. She is seeking feedback on the list below:

- Length of stay measures
- Look at singles as a whole or singles with females versus males

Chair Lord: sought clarification on the data of the family providers and then suggested changing individuals to households for the family providers.

Ms. Thomas: it does represent total people, however the data can be changed to represent family units.

Chair Lord: regarding the feedback needed on *recidivism*, she stated that it should be back to the system. The Committee cannot take action on this as this is only for discussion.

Discussion continued on correctly defining and identifying the data.

Ms. Strephans: pointed out that HUD doesn't filter between men and women statistics.

Chair Lord: inquire if it was realistic to expect a longer dashboard showing more data.

Mr. Sullivan: noted that when you're measuring actual versus capacity, it's difficult.

Ms. Martin: noted that by separating females and males-the data may help identify the community needs more emergency shelters for males or females.

Chair Lord: noted that the discussion should wait until the next meeting when the Committee can take action.

9. CoC Education Policy
Tabled for the June meeting.

10. Tier 2 Funding Update-Ms. Scott provided the updates listed below.
- We received the funding announcement last week.

- We have an increase in funds of \$505,718.00 which will increase the 2016 annual renewal demand-this is good news; however it was tempered by the news that we had eight projects that were not funded by HUD.
- The eight projects represent 190 units of housing.
- Seven of the eight projects were Transitional Housing
 - i. One was a youth program and one was a veterans program
 - ii. Then we had one supportive service project which was not Transitional Housing.
- Ms. Mead and I have been meeting with all the providers that did not receive funding to talk about what the plans are. HUD has provided very little guidance. The guidance that we do have, HUD will work with agencies on use restrictions if you have a facility-based program and that facility is associated with a use restriction.
- Agencies are encouraged to reach out to HUD and leave questions/comments on the Ask A Question (“AAQ”) website.
- A Transition Housing meeting is scheduled for May 17, 2016 with HUD TA. We will meet from 9-11 a.m. on Transitional Housing programs with best practices for those that are still operating Transitional Housing. Later in the day there will be a session on broader information for those projects that were not funded. Plans have changed due to so many people signing up for the individualized consultation with HUD. Now the people who did not get funded will be grouped together to discuss the next steps.
- As mentioned earlier, the Board will be meeting on Monday from 1-3 pm to discuss this issue.
- Ms. Martin: inquired if the news and performance results were nationwide.
- Ms. Scott: we have heard anecdotally that 50 percent of Transitional Housing has been cut nationwide. It was a severe cut for many communities.
- Chair Lord: noted that it was somewhat evident that the cuts would be severe based on the NOFA and annual renewal request. She added that it is her understanding that HUD will require 15 percent of projects in Tier 2 for the 2016 NOFA. She then suggested that at the next meeting members have a strategic discussion on how to approach the next NOFA. She then listed the next agenda items.
 - i. The score card
 - ii. Community shelter board report
 - iii. Education policy
 - iv. Code of conduct
 - v. Disclosure form
 - vi. Strategic conversation on the NOFA process for 2016
 - vii. Discuss the PIP
 - viii. Update on the result of the HUD TA for Tier 2 funding cuts.

11. Request for Future Agenda Items

There were no additional items requested.

12. Comments from the Committee

There were no further comments.

Adjourn

Chair Lord adjourned the meeting at 11:30 a.m. The next meeting will occur on June 8, 2016.

Maricopa Association of Governments Regional Continuum of Care

Financial Assistance Standards for Rapid Re-housing Funded Through U.S. Department of Housing Continuum of Care (CoC) and Emergency Solutions Grants (ESG) Funds

The Maricopa Association of Governments Regional Continuum of Care understands the important role that rapid re-housing (RRH) plays in the region’s efforts to end homelessness. RRH provides personalized interventions for individuals and families to quickly exit homelessness. Assistance may be provided for housing identification, move-in costs, rental assistance, case management and/or supportive services depending on the client’s needs. The community recognizes that it is important to meet individuals and families “where they are” and limit assistance to only what is necessary to end his/her/their homelessness. Assistance must be tailored to the particular needs of each client to ensure that the community provides “just enough” assistance and the right assistance to ensure the client’s success. Nevertheless, community standards are important so that RRH remains an effective intervention that is administered in a consistent manner throughout the community. Therefore, the Maricopa Association of Governments Regional Continuum of Care has adopted RRH Financial Assistance Standards.

As determined by the client and case manager, at any point while receiving assistance through the RRH project, if the client is able to pay 100% of contract rent, rental assistance may cease.

I. Rental assistance during the first three months

Providers will determine for each client the number of months the assistance is needed—there is no such thing as an “automatic” approval for three months of assistance—some clients may receive no rental assistance, one month’s rental assistance, or three months rental assistance.

For those with zero income, 100% rental assistance allowed.

For those with income that exceeds or is equal to the minimum Social Security Income, clients are expected to pay 30% of income or 33% of contract rent, whichever is greater, towards rent. Exceptions may be made for wage garnishments. In addition, court-ordered voluntary child support payments, criminal fines, or any payments that would result in garnishment if not paid by the client may be exempted from the percentage of income required for rent. Documentation is required to show that payment is necessary. Documentation is also required that the payment was made by the client.

II. Rental assistance during the next four to six months

Providers will determine for each client the number of months the assistance is needed. Reconfirmation will be done monthly to ensure assistance is still needed.

If rent was paid during the first three months (as outlined in Section I), the expected client payment towards contract rent will be 67% of contract rent. If client did not pay a portion of the rent during the first three months, 100% rental assistance may be allowed for the first month (month four of RRH

assistance). Evaluation of the need of further assistance is required monthly. Rental assistance of 100% assistance is allowed with appropriate documentation of need from the caseworker, however, it is expected that clients are gaining income and instances of zero income will be rare.

III. Rental assistance for months seven to twelve

All clients are expected to have income at seven months. In rare circumstances, exceptions may be made. At seven months, clients are expected to pay 67% of contract rent. Exceptions may be made for those clients that have recently gained income, however, in that case, it would be expected that client will pay at least 33% of contract rent.

By month ten, if the client has not moved towards paying full contract rent, evaluation should be made for other appropriate housing.

IV. Other financial assistance

Programs may provide non-refundable fees and deposits, refundable security deposits, and utility deposits for program participants. Depending on the funding source, some programs may provide utility assistance payments and application fees.

V. Exceptions

It is recognized that circumstances will differ for each client and unexpected events can occur during the course of assistance. Exceptions can be made at any level of assistance for extraordinary circumstances if it will increase the likelihood of a successful housing outcome.

Category	Number of Seats (Minimum)
Nonprofit homeless assistance providers	1
Victim service providers	1
Faith-based organizations	1
Governments	1
Businesses	1
Advocates	1
Public housing agencies	1
School districts	1
Social service providers	1
Mental health agencies	1
Hospitals	1
Universities	1
Affordable housing developers	1
Law enforcement	1
Organizations that serve veterans	1
Homeless and/or formerly homeless individuals	1

E. *Special Registration Instructions for CoCs in Disaster Areas as Declared under Title IV of the Robert T. Stafford Act.* CoCs located in areas declared to be major disaster areas by President Obama under Title IV of the Robert T. Stafford Act in the 12 months prior to the publication of this Notice may request that HUD submit their registration in *e-snaps* on their behalf, if the CoC's capacity to complete the registration process in *e-snaps* was degraded and/or destroyed, as a direct result of a major natural disaster. Collaborative Applicants should send written notification to Norm Suchar, Director, Office of Special Needs Assistance Programs, at CoCDisaster@hud.gov Collaborative Applicants must include the following information in the request:

1. ***Geographic areas claimed by the CoC.*** List the geographic areas that are eligible to be covered by the CoC.
2. ***Contact information.*** Provide current contact information for the Collaborative Applicant so that HUD may contact the CoC in regard to this request, as needed.
3. ***Grant Inventory Worksheet.*** As stated in Section III.D. of this Notice, HUD Headquarters will email GIWs (Excel spreadsheets) to all CoC Collaborative Applicants for the purpose of completing their grants inventory. HUD will pre-populate the GIWs with the renewal grants that received 1 year of funding and 1-year new grants funded with FY 2015 CoC Program funds. The initial GIW provided by HUD might not include a complete listing. Along with the request, disaster-affected CoCs must confirm, to the best of their knowledge, that the information on the GIW is accurate. If the CoC is able to identify any additional renewal grants, it should provide the previous grant number of any such renewals so that HUD can add it to the list. HUD Headquarters will work with the local HUD CPD field office to identify any additional grants not identified by the Collaborative Applicant.

IV. HUD'S HOMELESSNESS POLICY AND PROGRAM PRIORITIES

A. Policy Priorities. This year's CoC Program Competition will continue to focus on the goals articulated in Opening Doors: Federal Strategic Plan to Prevent and End Homelessness. This section explains HUD's Policy Priorities for the upcoming CoC Program Competition. These are not requirements, instead they explain HUD's priorities and provide context to the requirements and scoring criteria for the FY 2016 CoC Program Competition.

1. ***Create a systemic response to homelessness.*** In addition to having the right programs to end homelessness, CoCs should be developing the systemic supports that ensure homeless assistance is well coordinated, well managed, inclusive, transparent, and achieves positive outcomes.
 - a. ***Measure system performance.*** HUD has developed system performance measures to assess the overall impact of a CoC's homeless assistance efforts. These measures track the average length of homeless episodes, rates of return to homelessness, and other factors that determine whether a CoC is effectively serving people experiencing homelessness. CoCs should be using these measures and analyzing how they can improve their system to achieve better performance.

- b. *Create an effective Coordinated Entry process.* Coordinated entry is a key step in assessing the needs of homeless individuals and families and prioritizing them for assistance. In addition to engaging people who are seeking assistance, Coordinated Entry processes should be integrated with communities' outreach work to ensure that people living in unsheltered locations are prioritized for help. Coordinated Entry should achieve several goals:
- ii. make it easier for persons experiencing homelessness or a housing crisis to access the appropriate housing and service interventions;
 - iii. prioritize persons with the longest histories of homelessness and the most extensive needs;
 - iv. lower barriers to entering programs or receiving assistance; and
 - v. ensure that persons receive assistance and are housed as quickly as possible.
- c. *Promote participant choice.* CoCs should do everything they can to support the choices made by persons experiencing homelessness. For example, some persons may prefer programs where residents are focused on obtaining support to recover from substance use disorders. While these projects often include many housing first features, they may also be alcohol and drug free to support the continued sobriety of their participants. Another example is the choice of where to live. Most persons experiencing homelessness struggle to balance the cost and quality of their available housing options. Whenever possible, programs should support participant's choices.
- d. *Plan as a system.* CoCs should be coordinating homeless assistance and mainstream housing and service providers to ensure that people experiencing homelessness receive assistance as quickly as possible and that the assistance is focused on helping them obtain and retain housing. CoCs should be monitoring each provider's performance, eligibility criteria, target populations, and cultural competence. They should also ensure that when providers work together when a participant is moving from one program to another or when more than one program is serving the same person.
- e. *Make the delivery of homeless assistance more open, inclusive, and transparent.* CoCs should ensure that the needs of all individuals and families experiencing homelessness are represented within the CoC structure by including persons who have experienced homelessness throughout the planning process and in leadership and oversight roles. CoCs should also include organizations representing persons fleeing domestic violence, the Lesbian, Gay, Bisexual, Transgender, and Questioning (LGBTQ) community, victims of human trafficking, unaccompanied youth, individuals with disabilities and different types of disabilities, and other relevant populations in their planning body. These steps ensure that service delivery is client-centered and culturally competent.

- 2. *Strategically allocate resources.*** Using cost, performance, and outcome data, CoCs should improve how resources are utilized to end homelessness, including CoC and ESG Program funds, state and local funds, public and assisted housing units, mainstream service resources such as Medicaid, Child Care and Development Fund (CCDF), Head Start, Maternal, Infant and Early Childhood home Visiting (MIECHV), and philanthropic efforts. CoCs should manage the performance of all projects in the community and reallocate resources whenever doing so will better help them end homelessness. Steps to consider:
- a. *Comprehensively review project quality, performance, and cost effectiveness.*** CoCs should use objective, performance based scoring criteria and selection priorities that are approved by the CoC to determine the extent to which each project addresses HUD's policy priorities. CoCs should reallocate funds to new projects whenever reallocation would improve outcomes and reduce homelessness. CoCs should consider how much each project spends to serve and house an individual or family as compared to other projects serving similar populations.
 - b. *Maximize the use of mainstream and other community-based resources.*** CoCs should educate all stakeholders in the community about mainstream resources and funding opportunities, particularly new opportunities made available under the Affordable Care Act. Additionally, CoCs and homeless assistance providers should partner with other stakeholders within the community, such as Public Housing Agencies (PHAs), philanthropic organizations, and other agencies and organizations that have resources that could serve persons experiencing homelessness.
 - c. *Review transitional housing projects.*** Recent research shows that transitional housing is generally more expensive and achieves similar or worse outcomes than other housing models serving similar populations. HUD recognizes that transitional housing may be an effective tool for addressing certain needs—such as housing for underage homeless youth experiencing homelessness, safety for persons fleeing domestic violence, and assisting with recovery from addiction. HUD strongly encourages CoCs and recipients to carefully review the transitional housing projects within the CoC's geographic area for cost-effectiveness, performance, and for the number and type of eligibility criteria to determine whether it should be reallocated to rapid rehousing or another model.
- 3. *End chronic homelessness.*** To end chronic homelessness by 2017, HUD encourages three areas of focus:
- a. *Target persons with the highest needs and longest histories of homelessness for existing and new permanent supportive housing.*** CoCs should prioritize chronically homeless individuals, youth, and families who have the longest histories of homelessness and the highest needs for new and turnover units by implementing Notice CPD 14-012: [*Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status.*](#)

- b. *Increase units.* CoCs should create new permanent supportive housing units that are dedicated to individuals, youth, and families experiencing chronic homelessness; and, if CoCs have not already done so, dedicate existing permanent supportive housing units to those experiencing chronic homelessness. There are numerous ways a community can increase permanent supportive housing units, including applying for CoC Program funds, patterning with PHAs for rental assistance, and strengthening connections to Medicaid to pay for services in permanent supportive housing.
 - c. *Improve outreach.* To decrease the number of persons experiencing chronic homelessness in a community, the community must identify and continually engage all persons who are currently experiencing sheltered or unsheltered chronic homelessness and those who are in jeopardy of experiencing chronic homelessness. This includes ensuring effective communication with individuals with disabilities and taking reasonable steps to ensure meaningful access to services, programs, and activities by persons with Limited English Proficiency (LEP persons).
4. ***End family homelessness.*** Most families experiencing homelessness can be housed quickly and stably using rapid rehousing. Some will need the long-term support provided by a permanent housing subsidy or permanent supportive housing. CoCs should ensure that families can easily access housing assistance tailored to their strengths and needs and, through partnerships, increase access to mainstream affordable housing. For most CoCs this will require expanding rapid rehousing programs. HUD encourages CoCs to use reallocation to create new rapid rehousing projects and to use ESG and other funding sources to expand rapid rehousing assistance.
5. ***End youth homelessness.*** CoCs should understand the varied and unique needs of youth experiencing homelessness, and reach out to youth-serving systems and providers to encourage their active participation in the CoC. CoCs and youth serving organizations should work together to develop resources and programs that better end youth homelessness and meet the needs of homeless youth, including LGBTQ youth. HUD recipients must comply with HUD's final rule [*Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity*](#), which requires that HUD-assisted and HUD-insured housing programs are made available to all otherwise eligible individuals and families regardless of actual or perceived sexual orientation, gender identity, or marital status. Please see also Notice CPD-15-02: [*Appropriate Placement for Transgender Persons in Single-Sex Emergency Shelters and Other Facilities*](#).

When evaluating the performance of youth programs, CoCs should take into account the specific challenges faced by youth experiencing homelessness. When CoC's identify lower performing youth serving projects to projects, they should seek to reallocate funds from those projects to projects that will achieve better outcomes for youth. In coordination with mainstream programs, CoCs should also consider how they can best serve young people who are fleeing domestic violence, human trafficking, or who are exchanging sex for housing.

6. ***End veteran homelessness.*** Ending veteran homelessness is within reach for many communities, and CoCs should take specific steps to reach this goal including prioritizing veterans and their families for assistance when they cannot be effectively assisted with VA services, and coordinating closely with veteran serving organizations and VA-funded housing and services. Communities that have effectively ended veteran homelessness should continuously assess the performance of the homeless assistance system to ensure that the achievement by periodically reviewing the criteria and benchmarks established by HUD, VA, and USICH.
 7. ***Using a housing first approach.*** *Housing First* is an approach to homeless assistance that prioritizes rapid placement and stabilization in permanent housing and does not have service participation requirements or preconditions such as sobriety or a minimum income threshold. Projects using a housing first approach often have supportive services; however, participation in these services is based on the needs and desires of program participants. Following are specific steps to support a Housing First approach:
 - a. ***Use data to more quickly and stably house homeless persons.*** Programs that use a Housing First approach should be moving individuals and families quickly into permanent housing. CoCs should measure the length of time it takes for programs to move households into permanent housing and help providers improve performance.
 - b. ***Engage landlords and property owners.*** Identify and recruit landlords of units in the geographic area so that when an individual or family needs housing, potential units that those individuals or families may choose from have already been identified, speeding up the housing process. Landlord engagement can be undertaken by each homeless assistance provider or consolidated so that one or a few organization engage landlords on behalf of many providers.
 - c. ***Remove barriers to entry.*** CoCs should review project-level eligibility criteria for all programs and remove any barriers to accessing housing and services. Persons experiencing homelessness should not be screened out of or discouraged from participating in programs because they have poor credit history, or lack income or employment. People with addictions to alcohol or substances should not be required to cease active use before accessing housing and services.
 - d. ***Adopt client-centered service methods.*** All projects should ensure housing and service options are tailored to meet the unique needs of each individual or family presenting for services and that program participants have access to the services that they believe will help them achieve their goals. However, program participants should not be required to participate in services and cannot be required to participate in disability-related services
- B. CoC Program Implementation.** The following list highlights important information that CoCs and applicants should consider to prepare for FY 2016 CoC Program Registration and the remainder of the FY 2016 CoC Program Competition. This is not an exhaustive list of considerations or requirements—all applicants and CoC stakeholders should carefully review the CoC Program interim rule.

**MAG Continuum of Care Regional Committee on Homelessness
Program Performance Report – Part I**

Agency Name:	Program Name:
Program Type (Component):	McKinney-Vento Funding Amount:
Date of Assessment:	Completed by:

*Applicable measures adjusted to HUD Goals, 80% of points set equal to HUD Goal

Goals	Performance Standard	Data	Points Available	%	Points	Section Points
1: Project serves “harder to serve” homeless population.	Percentage of households served by program that meet locally defined “harder to serve” conditions at entry: -Meet the HUD definition of chronically homeless -Mental Illness -Alcohol Abuse -Drug Abuse -Chronic Health Conditions -HIV/AIDS -Developmental Disabilities -Physical Disabilities -Sex Offenders	From “Physical and Mental Health Conditions at Entry” question in APR and client records for service of sex offenders.	TOTAL - 10 pts. 25% of households 1 condition 1 pt. 2 conditions 2 pts 3 conditions 3 pts 50% of households 1 condition 4 pts 2 conditions 5 pts 3 conditions 6 pts 75% of households 1 condition 7 pts 2 conditions 8 pts 3 conditions 10 pts		/10	/10
2: HUD Objective: Increase Housing Stability.	Permanent Housing (PSH and RRH) Programs Only: Percent of homeless persons age 18 and older in PH program who remained in or exited to PH during the operating year. – As reported in the APR. (HUD Goal 80%= 80% of points)	APR – Housing Stability Measure	TOTAL 10 pts. 10 pts = 95%+ 9 pts = 89-94% 8 pts = 80-88% 7 pts = 70-79%	%	/10 or N/A	/10
	Transitional Housing (TH) Programs Only: Percent of homeless persons in TH program who exited to PH during the operating year. – As reported in the APR. (HUD Goal 80% = 80% of points)	APR – Housing Stability Measure	6 pts = 60-69% 5 pts = 50-59% 4 pts = 40-49% 3 pts = 30-39% 2 pts = 20-29%	%	/10 or N/A	
	Safe Haven (SH) Programs Only: Percent of homeless persons in SH program who remained in SH or exited to PH during the operating year. – As reported in the APR. (HUD Goal 80% = 80% of points)	APR-Housing Stability Measure	1 pt = 10-19% 0 pts = <9%	%	/10 or N/A	
3: HUD Objective: Increase project participant’s income. <i>*For each project component type (PH or TH), answer either A OR B (not both)</i> <u>AND</u> C.	*A - Permanent Housing (PSH and RRH) Programs Only: The percent of persons age 18 and older who maintained or increased their total income (from all sources) as of the end of the operating year or program exit. (HUD Goal 54% = 80% of points)	APR – Increase Total Income Measure	TOTAL - 5 pts. 5 pts = 64+% 4 pts = 54-63% 3 pts = 44-53% 2 pts = 34-43% 1 pt = 24-33% 0 pts = <23%	%	/5 or N/A	PH /5 or N/A
	*B - Permanent Housing (PSH and RRH) Programs Only: The percent of persons age 18 through 61 who maintained or increased their earned income (i.e., employment income) as of the end of the operating year or program exit. (HUD Goal 20% = 80% of points)	APR – Increase Earned Income Measure	TOTAL - 5 pts. 5 pts = 25+% 4 pts = 20-24% 3 pts = 15-19% 2 pts = 10-14% 1 pt = 5-9% 0 pts = <4%	%	/5 or N/A	
	*A-Transitional Housing Programs (TH) Only: The percent of persons age 18 and older who increased their total income (from all sources) as of the end of the operating year or program exit. (HUD Goal 54% = 80% of points)	APR – Increase Total Income Measure	TOTAL 5 pts. 5 pts = 64+% 4 pts = 54-63% 3 pts = 44-53% 2 pts = 34-43% 1 pt = 24-33% 0 pts = <23%	%	/5 or N/A	TH /5 or N/A
	*B-Transitional Housing (TH) Programs Only: The percent of persons age 18 through 61 who increased their earned income (i.e., employment income) as of the end of the operating year or program exit.	APR – Increase Earned Income Measure	TOTAL - 5 pts. 5 pts = 25+% 4 pts = 20-24% 3 pts = 15-19% 2 pts = 10-14%	%	/5 or N/A	

	(HUD Goal 20% = 80% of points)		1 pt = 5-9% 0 pts = <4%			
	A-Safe Haven (SH) Program Only: The percent of persons age 18 or older who maintained or increased their total income (from all sources) as of the end of the operating year or program exit. (HUD Goal 54% = 80% of points)	APR – Total Income Measure	TOTAL - 5 pts. 5 pts = 64+% 4 pts = 54-63% 3 pts = 44-53% 2 pts = 34-43% 1 pt = 24-33% 0 pts = <23%	%	/5 or N/A	SH /5 or N/A
	C-For PH, TH and SH Programs: The percent of persons age 18 or older who maintained or increased their non-cash benefits as of the end of the operating year or program exit. (HUD Goal 56% = 80% of points)	APR – Non-Cash Benefits Measure	TOTAL - 5 pts. 5 pts = 66+% 4 pts = 56-65% 3 pts = 46-55% 2 pts = 36-45% 1 pt = 26-35% 0 pts = <23%	%	/5	/5
**3: Subtotal	Total of 3 available measures (3A, 3B and 3C) in question 3					/10
4: Effective use of federal funding.	Percent of expended HUD funding for the most recent operating year.	LOCCS Report	5 pts = 95-100% 4 pts = 90-95% 3 pts = 85-89% 2 pts = 80-84% 1 pt = 75-89% 0 pts = <75%	%	/5	/10
	Percent of HUD funding drawdowns were made at least quarterly. (Number of Drawdowns from LOCCS, Ex. Four drawdowns = 100%)	LOCCS Report	5 pts. – 4 or more 4 pts. – 3 draws 3 pts. – 2 draws 2 pts. – 1 draw	#	/5	
5: HMIS; Data Quality and Training.	Percentage of complete data (not null/missing, “don’t know” or “refused” data), except for Social Security numbers. Need to review scoring process	APR	5 pts = 90-100% 4 pts = 80-89% 3 pts = 70-79% 2 pts = 60-69% 1 pt = 50-59% 0 pts = <49%	%	/5	/10
	Percentage of staff that have completed at least on HMIS training course within the past year (Insert HMIS GY)	HMIS Lead Agecny	5 pts = 90-100% 4 pts = 80-89% 3 pts = 70-79% 2 pts = 60-69% 1 pt = 50-59% 0 pts = <49%	%	/5	
6: Leverage	Program leverages additional resources as part of overall program budget. Points based on percent of leverage compared to project funding.	Project Application	5 pts. = >150% 4 pts. = 125 -149.9% 3 pts. = 100 -124.9% 2 pts. = 75 - 99.9% 1 pt. = 50 - 74.9% 0 pts. = <50%	%	/5	/5
7: Community Priorities and Standards	10 points - To be determined up to 10 points for meeting commitment to and alignment with Community Priorities and Standards					/5
8. CoC Engagement and Participation	8 points for agency having a representative as a current member of the CoC Committee and who attended at least 75% of meetings. If awarding points – Provide name of member and committee:	Self-Report/ Meeting Minutes	8 points	N/A	/8	/15
	5 points for participation in one of the workgroups (refer to workgroup document) If awarding points – Provide name of person and workgroup (refer to workgroup listing if unsure of the name of the workgroup):	Self-Report/Confirmat ion with work group chair	5 points	N/A	/5	
	2 points for participation in the unsheltered PIT count If awarding points – Provide name of person and municipality of count:	Self-Report	2 points	N/A	/2	
Total Score Part I (Please complete Part II on the next page for a FINAL SCORE) - 75 Points Available						/75
MAG Continuum of Care Regional Committee on Homelessness						

NOFA Addendum: Program Performance Report – Part II

Agency Name:	Program Name:
Program Type (Component):	McKinney-Vento Funding Amount:
Date of Assessment:	Completed by:

Goals	Performance Standard	Data	Points Available	%	Points
9. HUD Ranking <i>Priorities: up to 15 points will be based on HUD Priorities as established in the relevant NOFA</i>		From Project Application	15 points	N/A	/15
10. Commitment to Policy Priorities: up to 10 points for commitment to and alignment with HUD Policy Priorities		From Relevant Source	10 points	N/A	/10
Total Score Part II - 25 Points Available					
					Total Score Part I <i>(75 points available)</i>
					Plus Total Score Part II <i>(25 points available)</i>
					FINAL Score (Sum of Total Score Part I and II) <i>(100 points available)</i>

Threshold

In addition to the scoring criteria, all renewal projects must meet a number of threshold criteria. A threshold review will take place prior to the review and rank process to ensure baseline requirements are met. All renewal projects must meet the following thresholds. If threshold criteria is not met, the Review and Rank Panel and the CoC Board will be notified to determine severity of non-compliance with threshold criteria and action needed. The NOFA indicates that HUD will also conduct a threshold review. Please refer to the NOFA for information on HUD's threshold review.

Check all boxes that this project is in compliance with:

- Project must have full and active HMIS participation, indicated by every HMIS user of the project completing training and/or passing the annual HMIS recertification exam (implemented in April 2015), unless the project is a victim services agency.
 - Project must participate (or agree to participate) in Coordinated Entry
 - *Per HUD contracts, contractors are required:*
 - *To use the centralized or coordinated assessment system established by the Continuum of Care as set forth in §578.7 (a) (8). A victim service provider may choose not to use the Continuum of Care's centralized or coordinated assessment system, provided that victim service providers in the area use a centralized or coordinated assessment system that meets HUD's minimum requirements and the victim service provider uses that system.*
- Project must meet applicable HUD match requirements (25% for all grant funds except leasing).
- Project must report point in time bed or unit utilization rate during the operating year (percent reported in the APR – average of four point-in-times in the APR). Low utilization must have a valid explanation as well as the plan to increase the utilization rate.
- Project must be responsive to outstanding or pending HUD program monitoring findings. If there are currently unresolved monitoring issues, the program must fully describe and explain the agency's plan to resolve them.
- Project must be able to meet the HUD threshold requirements for renewal projects (Refer to NOFA).