

## 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:

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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#### Resources:

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**1A-1. CoC Name and Number:** MI-501 - Detroit CoC

**1A-2. Collaborative Applicant Name:** Homeless Action Network of Detroit

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

**1A-4. HMIS Lead:** Homeless Action Network of Detroit

## 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                          | No                                           | Yes                                      |
| CDBG/HOME/ESG Entitlement Jurisdiction      | Yes                          | No                                           | Yes                                      |
| Law Enforcement                             | No                           | No                                           | No                                       |
| Local Jail(s)                               | No                           | No                                           | No                                       |
| Hospital(s)                                 | Yes                          | No                                           | Yes                                      |
| EMS/Crisis Response Team(s)                 | No                           | No                                           | No                                       |
| Mental Health Service Organizations         | Yes                          | Yes                                          | Yes                                      |
| Substance Abuse Service Organizations       | Yes                          | Yes                                          | Yes                                      |
| Affordable Housing Developer(s)             | Yes                          | Yes                                          | Yes                                      |
| Disability Service Organizations            | Yes                          | Yes                                          | No                                       |
| Disability Advocates                        | Yes                          | Yes                                          | No                                       |
| Public Housing Authorities                  | Yes                          | Yes                                          | Yes                                      |
| CoC Funded Youth Homeless Organizations     | Yes                          | No                                           | Yes                                      |
| Non-CoC Funded Youth Homeless Organizations | Yes                          | Yes                                          | Yes                                      |

|                                                      |     |     |     |
|------------------------------------------------------|-----|-----|-----|
| Youth Advocates                                      | Yes | Yes | Yes |
| School Administrators/Homeless Liaisons              | Yes | Yes | Yes |
| CoC Funded Victim Service Providers                  | Yes | Yes | Yes |
| Non-CoC Funded Victim Service Providers              | Yes | No  | Yes |
| Domestic Violence Advocates                          | Yes | No  | Yes |
| Street Outreach Team(s)                              | Yes | Yes | Yes |
| Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates | Yes | No  | Yes |
| LGBT Service Organizations                           | Yes | No  | Yes |
| Agencies that serve survivors of human trafficking   | Yes | Yes | Yes |
| Other homeless subpopulation advocates               | Yes | Yes | Yes |
| Homeless or Formerly Homeless Persons                | Yes | Yes | Yes |
| Mental Illness Advocates                             | Yes | Yes | Yes |
| Substance Abuse Advocates                            | Yes | Yes | Yes |
| Other:(limit 50 characters)                          |     |     |     |
| Refugee Service Provider                             | Yes | Yes | Yes |
| Legal Aid providers with Homeless Preference         | 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 has two distinct decision-making bodies: the CoC board and general membership. The board and general membership are comprised of service provider organizations, persons with lived experience, public officials, local public housing authorities, and other stakeholders. Membership in the CoC is open to any entity that has a commitment to preventing and ending homelessness. The CoC is committed to transparency and input from all of these entities. The CoC solicits feedback and opinions via: committee input into document/materials, public comment periods, and focus groups or other meetings. The CoC uses social media, enewsletters, and the CoC Lead Agency’s website to inform the public of input opportunities. All materials are also posted to the website.

2. Information is communicated at public meetings/forums verbally typically with an accompanying PowerPoint presentation and/or handouts. Materials and

minutes from meetings are emailed out before or after the meeting and posted to the CoC Lead Agency's website.

3. Policies, governance documents, community procedures and other materials that directly affect homeless service provision are developed with the input of the community. The CoC's two decision-making bodies also have committees who are the action planning components of the Continuum. Committee membership and participation are open to any entity that has a commitment to preventing and ending homelessness. In the committees, strategies which are discussed in the public meetings are developed, deepened and expanded into approved timed workplans and eventual products. Products from the committees are then brought back to the two decision making bodies for further feedback and approval prior to implementation. Public comment periods are also held to receive input from non-committee members.

4. All materials are publicly posted in PDF format prior to meetings to promote accessibility. Additional formats can be made available upon request.

### **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. Any interested entity may join the CoC voting membership at any time. Information on CoC voting membership and board membership is posted to the CoC Lead Agency's website and provided upon request. The CoC discusses who should be invited to participate in the CoC to improve the CoC's efforts to prevent and end homelessness. Participation on the CoC board is solicited through nominations from current CoC members or self-nominations. Election information is sent via the listserv, posted on the Lead Agency's website and Facebook, and communicated at CoC membership meetings.

2. Agencies or individuals may apply for voting membership at any time. This is communicated in a posting on the CoC Lead Agency's website and upon request. Agencies or individuals can apply for voting membership after attending one CoC meeting. The application form for voting membership is reviewed by the CoC Board. Applications are accepted and reviewed on a rolling basis.

3. The Detroit CoC values engagement from all community members and strives to make membership accessible. Information pertaining to membership is communicated both verbally and electronically. Applications are available online and can be printed to accommodate the needs of the applicant.

4. The CoC accepts applications for new members on a year-round basis. Nominations and elections for CoC board membership are solicited annually.
5. The Detroit CoC Board has two elected seats designated for persons who are or were homeless. CoC leadership is also currently working with the Detroit Action Commonwealth (an advocacy group that includes formerly homeless individuals) to develop a plan to increase the meaningful engagement of individuals with lived experience within the CoC.

**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 accepts proposals for new project funding from agencies that have not previously received CoC funding. The CoC informs the public it accepts applications for new project funding via the CoC listserv, posting the information on the CoC's website, and posting the information on the CoC Lead Agency's Facebook page. These postings include a link to the full Request for Proposal (RFP) and relative application forms. Potential applicants also learn of the opportunity to apply via word-of-mouth from other providers and contact the CoC Lead Agency via phone or email for more details, which are then provided to them. The RFP describes the deadline and manner in which applications are due to the CoC. The RFP, and public meetings for potential applicants, provide additional instructions on the application process. All potential applicants are informed of application deadlines, and that applications are to be submitted to the CoC Lead Agency in hard-copy (paper) format. This year the CoC received four applications from agencies that have never received CoC funding.

2. All applications are evaluated and scored against criteria published in the RFP. Renewal projects that pass the scoring threshold, or are granted an appeal, are submitted for funding. New projects are evaluated on applicant experience and capacity, project description, and project alignment with CoC needs & priorities. A committee reviews and scores the applications. Based on average project scores and amount of funding available, the committee makes recommendations to the CoC board on which new project(s) should be submitted. The CoC board makes the decisions.

3. The CoC announced it was open to proposals on 4-25-19, 5-7-19, 5-13-19, and 8-12-19.

4. Accommodations for persons with disabilities will be provided upon request. Materials are made available electronically and in hard-copy. Accessible materials in other formats will be made available upon request.

5. N/A.

# 1C. Continuum of Care (CoC) Coordination

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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                                                                                                    | No                                                  |
| Funding Collaboratives                                                                                                | Not Applicable                                      |
| Private Foundations                                                                                                   | Yes                                                 |
| Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs     | Yes                                                 |
| Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs | Yes                                                 |
| Housing and service programs funded through other Federal resources                                                   | Yes                                                 |
| Housing and services programs funded through State Government                                                         | Yes                                                 |
| Housing and services programs funded through Local Government                                                         | Yes                                                 |
| Housing and service programs funded through private entities, including foundations                                   | Yes                                                 |
| Other:(limit 50 characters)                                                                                           |                                                     |
|                                                                                                                       |                                                     |



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**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 Lead Agency is the fiduciary of State ESG funds. In this role, the Lead Agency coordinates with the State recipient of ESG funds regarding the planning for, and monitoring of these funds locally. The CoC collaborates with the City of Detroit, the sole Consolidated Plan jurisdiction in the CoC. The CoC Lead meets for approximately 4 hours monthly with the City of Detroit. The meetings discuss data/trends in homelessness, coordination of homeless resources, efficacy of service delivery models, and project performance. Regular emails/phone calls are exchanged to discuss issues and provide updates on progress of shared plans. Staff from the CoC Lead participate in the annual review of applications for City ESG funding.

2. The CoC Lead conducts an annual audit of the subrecipient of the State ESG funds and provides reports to the State and the CoC Board on subgrantee performance. The CoC Lead assists the State and City of Detroit in their submission of the ESG CAPER. The CoC Lead provides feedback to the subgrantees, the State ESG recipient, and the City of Detroit on data quality and completeness. The CoC Lead provides HMIS support for the City of Detroit's monitoring of ESG subrecipients. The CoC Lead participates annually in the scoring and ranking of City of Detroit ESG subrecipients yearly. The CoC Lead and the City of Detroit jointly developed CoC written standards and policies/procedures for ESG funded shelters and RRH projects. Projects are monitored and evaluated against these standards and policies/procedures.

3. The CoC Lead meets with the City of Detroit monthly & participates in the annual Con Plan process. The CoC provides detailed PIT and HIC data to the City, including data on sheltered/unsheltered, subpopulations, and occupancy rates for inclusion in the Con Plan. The CoC Lead writes an annual State of the Homelessness Report which provides local homelessness data utilized by the City of Detroit in the Con Plan as well.

**1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions.** Yes to both

**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.**

**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 CoC board approved the CoC’s Emergency Transfer Plan in September 2018. Providers were trained on the Emergency Transfer Plan in 2018. Additionally, the CoC’s Coordinated Entry (known locally as CAM) policies specifically state that “victims of domestic violence cannot be denied access to the CAM process”. If a person fleeing D.V. contacts CAM, that person is directed to a D.V. shelter for assessment. If the person is unable to enter that D.V. shelter, staff at the D.V. shelter connect the client back to CAM or to another shelter. CAM staff are trained in trauma-informed care and in working specifically with people who have experienced domestic violence.

2. The Detroit CoC supports a client’s choice. A client may decline a referral made to any provider. If a client declines a referral, attempts are made to refer to a different provider or program. To protect client’s privacy, referrals for DV survivors & client info are not made via HMIS nor is the location of DV specific housing given to protect client privacy & safety. Instead, a referral is made by phone. The CoC is also developing an assessment tool specifically for persons who access Coordinated Entry and are fleeing domestic violence to help prioritize these individuals/families for services.

**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. Training for CoC area project staff: Training was held in April 2018 for homeless service providers that don't primarily serve the DV population. This training was to ensure that these providers understood harm reduction models and trauma-informed care, and how to best serve persons fleeing DV. In September 2019, the CoC Lead Agency is consulting with the local CSH staff in planning a training for CoC project staff on best practice and safety planning protocols. This additional training is planned to take place by the end of 2019.
2. Training for Coordinated Entry staff: All Coordinated Entry staff received training in August 2018 on domestic violence and planning for additional training is underway to occur in late 2019 or early 2020. As a result of the training received in 2018, the CE staff have been equipped with strategies for safety planning with people in crisis, how to interview people in crisis in a trauma-informed way, and how to understand the difference between people fleeing domestic violence and people who have experienced domestic violence in their past. CE staff have also incorporated into their daily work recommendations received from a consultant who conducted a trauma-informed care assessment of the CE access sites. The recommendations incorporated into daily CE work includes ensuring that the forms/surveys used are trauma-informed, supervisors have incorporated trauma-informed supervision practices with staff, and the physical space of the CE access sites have been improved to ensure they are appropriate, safe places for persons who have experienced trauma.

**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 one Domestic Violence shelter in Detroit, the YWCA Interim House, provided the CoC with de-identified aggregate data from their comparable database on clients served and turned away from their shelter program. In 2018 the YWCA Interim House served 385 clients.

Comparably, 13% percent of all clients documented in HMIS in 2018 reported being Survivors of Domestic Violence. Across CoC programs the community served 1,579 clients who reported surviving Domestic Violence, of which 544 reported fleeing domestic violence at project start in 2018. The CoC received funding for a new DV Bonus project in the FY18 CoC competition to specifically serve persons fleeing DV. The CoC also has a CoC funded program that specifically serves persons seeking asylum and fleeing violence in their home country. Within the CoC Jurisdiction there is only one domestic violence shelter (YWCA Interim House).

The CoC will use this data to evaluate the need for housing and services targeted to people fleeing/attempting to flee domestic violence and to determine the extent to which new or additional programming for people fleeing domestic violence is needed.

Additionally, based on data on people who have experienced domestic violence, the CoC made the decision to submit a new DV Bonus project for funding in FY2019.

**\*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 |
|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| MI State Housing Development Authority (MSHDA) | 98.00%                                                                                                                             | Yes-HCV                                        | Yes-HCV                                                                                                                    |
| Detroit Housing Commission (DHC)               | 5.00%                                                                                                                              | Yes-Both                                       | Yes-Both                                                                                                                   |

**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 two PHAs Detroit CoC works with are the Michigan State Housing Development Authority (MSHDA) and the Detroit Housing Commission (DHC). MSHDA was proactive in creating a general homeless preference that dates back at least 10 years. Through the years, the Detroit CoC has worked with MSHDA to help improve the program including advocating for reduced screening criteria, educating housing agents on nuances in working with homeless populations and navigating through issues of locating homeless applicants once they are pulled from the waitlist.

The partnership with DHC was established in or around 2014 as part of the 25 Cities Initiative to house 100 people in 100 days. DHC was approached by partners within the Detroit CoC to be the housing partners in the initiative. They were identified as an untapped resource that had not been directly connected to the CoC. Mutual benefits were identified including a need for other housing options for CoC participants and a need to quickly fill vacant vouchers on the DHC side. An MOU was established between DHC and HAND (the CoC Lead Agency) that identified the roles and responsibilities of each party. Once the 25 Cities Initiative ended, DHC and the Detroit CoC maintained an MOU that allowed for homeless populations to access vouchers through DHC. Recently, a preference has been added to include public housing units.

**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.**

Yes

**If “Yes” is selected above, describe the type of provider, for example, multifamily assisted housing owners, PHAs, Low Income Tax Credit (LIHTC) developments, or local low-income housing programs. (limit 1,000 characters)**

MSHDA is a PHA which operates throughout Michigan including Detroit. Since 2014, it has partnered with the CoC in implementing a Move On Program (known locally as Moving Up). MSHDA was the first PHA in Detroit to operate a Moving On Program. MSHDA’s Moving Up Program assists residents of PSH units, who no longer need the intense level of supportive services PSH provides but continue to need a housing subsidy, to transition to Housing Choice Vouchers. Moving Up is a win-win as it allows the residents to have greater independence with support, as needed, and creates openings in the PSH program that are filled with the most vulnerable households prioritized through CES.

**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)**

In August 2018, the Detroit CoC board adopted a policy titled “Detroit CoC Non-Discrimination, Equal Access to Housing, and Family Separation Policy”. The policy states that “All housing and services coordinated through the Continuum of Care must be available to all eligible persons, regardless of race, color, national origin, religion, sex, age, familial status, disability, actual or perceived sexual orientation, gender identity, gender expression, marital status, height, or weight.” This policy also clarifies that housing providers must be compliant with HUD’s Equal Access in Accordance with Gender Identity Rule.

When developing policies and procedures, the CoC relies on the knowledge of subject matter experts, including LGBT advocates in our community such as representatives from the Ruth Ellis Center. These community partners bridge the gap between general homelessness and individuals experiencing homelessness that identify as LGBT.

The CoC Lead Agency coordinates an annual training for the Detroit CoC to inform CoC Program recipients of the laws, regulations, guidance, and strategies to meet requirements regarding Equal Access and Non-Discrimination based on a client’s sexual orientation and gender identity. This training was held in April 2019. Ruth Ellis partnered with the City of Detroit and provided two SOGIE (Sexual Orientation, Gender Identity and Expression) trainings in June 2019 as well. Additional training and technical assistance is provided upon request.

Lastly, the CoC has implemented a Grievance Procedure which allows clients

who feel they have been discriminated against based on any reason including their status in a protected class or their gender identity/expression. There is also an anti-retaliation policy in place in an effort to protect clients who file a grievance.

**\*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:     | <input checked="" type="checkbox"/> |
| 2. Engaged/educated law enforcement:        | <input checked="" type="checkbox"/> |
| 3. Engaged/educated local business leaders: | <input checked="" type="checkbox"/> |
| 4. Implemented communitywide plans:         | <input checked="" type="checkbox"/> |
| 5. No strategies have been implemented:     | <input type="checkbox"/>            |
| 6. Other:(limit 50 characters)              |                                     |
|                                             | <input type="checkbox"/>            |
|                                             | <input type="checkbox"/>            |
|                                             | <input type="checkbox"/>            |

**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 CoC CE system, serving the cities of Detroit, Hamtramck, and Highland Park, locally referred to as the Coordinated Assessment Model (CAM), uses a hybrid call center and multisite approach via 5 physical access points throughout the CoC's area. Clients calling the call center are provided with instructions for accessing an access point.

2. Multiple Street Outreach (SO) teams cover the CoC area. SO conducts the same process for unsheltered persons as is used at the CAM access points. SO providers also transport persons to the access points for assessment and shelter referral. If a client is contacted by SO after access point operating hours, the client will be transported to shelter for the night, and the shelter follows up with CAM the following morning. Unsheltered clients who refuse shelter or to go to the access point are continuously engaged by SO to complete the standardized assessment and report their name, location, and assessment outcome to the CAM.

3. Prioritization is used to match clients in need of homeless assistance with the appropriate referral. If a client cannot be diverted from ES, the client receives an initial assessment using the VI-SPDAT and is referred to ES. Depending on the outcome of the VI-SPDAT, some clients will receive an assessment on the Full SPDAT.

RRH Prioritization: Clients who score for RRH on the VI-SPDAT are prioritized in the following order:

- 1st: Unsheltered
- 2nd: Fleeing domestic violence
- 3rd: Currently at emergency shelter

VI-SPDAT scores are used to further prioritize people within these categories, with the household with the highest VI-SPDAT score being referred first. Multiple clients with the same score in any of these three categories are further prioritized as:

- 1st: Families and then single adults
- 2nd: Longest length of time homeless to shortest length of time

PSH Prioritization:

The Detroit CoC has adopted HUD's Order of Priority as given in CPD Notice CPD-16-11 for PSH.

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

## Instructions:

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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.**

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



# 1E. 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.

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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<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>

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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.

|                        |         |            |
|------------------------|---------|------------|
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|------------------------|---------|------------|

**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. The specific severity of needs that the CoC considers when ranking projects is related to project type. PSH projects are ranked above other projects because these projects serve a highly vulnerable population. Since the implementation of Coordinated Entry, all persons are assessed via a common assessment tool (the VI-SPDAT and SPDAT), which are used to determine the best type of housing intervention for the person. The CoC has additionally adopted HUD’s Order of Priority, which prioritizes the chronically homeless for PSH over non-chronically homeless. Adopting this common assessment tool and the orders of priority has resulted in a greater level of continuity amongst our PSH providers in the severity of needs in the persons being served. Therefore, all PSH providers are serving persons who have high levels of need and are highly vulnerable.

2. The CoC takes into account the severity of needs and vulnerabilities of persons served in CoC funded projects by ranking PSH projects above renewal RRH and TH projects. This is done in recognition that persons served in PSH have greater vulnerabilities and a greater level of need than persons served in RRH or TH. Additionally, during the ranking process, if a project that serves a highly vulnerable population falls into Tier 2 during the ranking process, the CoC board may decide to instead place that project into Tier 1.

**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                                               | <input checked="" type="checkbox"/> | 1. Email                                                                                                          | <input checked="" type="checkbox"/> |

|                                                     |                                     |                                                       |                                     |
|-----------------------------------------------------|-------------------------------------|-------------------------------------------------------|-------------------------------------|
| 2. Mail                                             | <input type="checkbox"/>            | 2. Mail                                               | <input type="checkbox"/>            |
| 3. Advertising in Local Newspaper(s)                | <input type="checkbox"/>            | 3. Advertising in Local Newspaper(s)                  | <input type="checkbox"/>            |
| 4. Advertising on Radio or Television               | <input type="checkbox"/>            | 4. Advertising on Radio or Television                 | <input type="checkbox"/>            |
| 5. Social Media (Twitter, Facebook, etc.)           | <input checked="" type="checkbox"/> | 5. Social Media (Twitter, Facebook, etc.)             | <input checked="" type="checkbox"/> |
| 6. Did Not Publicly Post Review and Ranking Process | <input type="checkbox"/>            | 6. Did Not Publicly Post CoC Consolidated Application | <input type="checkbox"/>            |

**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: 25%**

**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. All renewal projects are evaluated on objective criteria and earn a score. If a renewal project scores less than 70% of the points possible, that project will be reallocated unless an appeal is granted. Projects that score less than 70% may submit an appeal and provide rationale for why the project should continue to be funded. If the appeal is not granted, the project will be reallocated.

2. The CoC board approved this reallocation process in May 2019 for the FY2019 competition.

3. The reallocation process for renewal projects was communicated via the policy being posted to the CoC Lead Agency’s website and in person at a meeting all renewal applicants attended on May 14, 2019.

4. All renewal projects are evaluated on objective criteria and earn a score. If a renewal project scores less than 70% of the points possible, that project will be reallocated unless an appeal is granted. Projects that score less than 70% may submit an appeal and provide rationale for why the project should continue to

be funded. If the appeal is not granted, the project will be reallocated. In 2019, one renewal project scored under the 70% scoring threshold but was granted an appeal and was submitted for funding. This process was in accordance with CoC policies. At this time, the CoC has determined that the current projects are filling a gap in the CoC. Future determinations will be done via the annual gaps analysis.

5. Any renewal project that scored less than 70% of the points possible would be reallocated, unless an appeal was granted. In FY19, one renewal project scored less than 70% and appealed. Based on the rationale provided, the CoC board approved the appeal and submitted the project for renewal funding and did not reallocate the project. There were no other projects that fell below the scoring threshold.

## 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.

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**Resources:**

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### 1F-1 DV Bonus Projects.

**Applicants must indicate whether the CoC is requesting DV Bonus projects which are included on the CoC Priority Listing:** Yes

**1F-1a. Applicants must indicate the type(s) of project(s) included in the CoC Priority Listing.**

|                          |                                     |
|--------------------------|-------------------------------------|
| 1. PH-RRH                | <input checked="" type="checkbox"/> |
| 2. Joint TH/RRH          | <input type="checkbox"/>            |
| 3. SSO Coordinated Entry | <input type="checkbox"/>            |

**Applicants must click “Save” after checking SSO Coordinated Entry to view questions 1F-3 and 1F-3a.**

### \*1F-2. Number of Domestic Violence Survivors in CoC’s Geographic Area.

**Applicants must report the number of DV survivors in the CoC’s geographic area that:**

|                          |          |
|--------------------------|----------|
| Need Housing or Services | 2,064.00 |
|--------------------------|----------|

|                              |        |
|------------------------------|--------|
| the CoC is Currently Serving | 633.00 |
|------------------------------|--------|

**1F-2a. Local Need for DV Projects.**

**Applicants must describe:**

- 1. how the CoC calculated the number of DV survivors needing housing or service in question 1F-2; and**
- 2. the data source (e.g., HMIS, comparable database, other administrative data, external data source).**  
**(limit 500 characters)**

1. This data was calculated by counting the total number of de-duplicated clients who reported being survivors of domestic violence (according to a yes response to HUD data element #4.11) who had an open entry in the 2018 calendar year at one of 161 homeless service and prevention programs in the Detroit CoC.

2. Sourced from the Detroit CoC HMIS.

**1F-4. PH-RRH and Joint TH and PH-RRH Project Applicant Capacity.**

**Applicants must provide information for each unique project applicant applying for PH-RRH and Joint TH and PH-RRH DV Bonus projects which the CoC is including in its CoC Priority Listing—using the list feature below.**

| <b>Applicant Name</b> | <b>DUNS Number</b> |
|-----------------------|--------------------|
| Wayne Metropolita...  | 053258109          |

## 1F-4. PH-RRH and Joint TH and PH-RRH Project

### Applicant Capacity

|                                                       |                                            |
|-------------------------------------------------------|--------------------------------------------|
| DUNS Number:                                          | 053258109                                  |
| Applicant Name:                                       | Wayne Metropolitan Community Action Agency |
| Rate of Housing Placement of DV Survivors–Percentage: | 13.20%                                     |
| Rate of Housing Retention of DV Survivors–Percentage: | 100.00%                                    |

#### 1F-4a. Rate of Housing Placement and Housing Retention.

**Applicants must describe:**

- 1. how the project applicant calculated the rate of housing placement and rate of housing retention reported in the chart above; and**
- 2. the data source (e.g., HMIS, comparable database, other administrative data, external data source). (limit 500 characters)**

1.Placement: total number of DV clients served in shelter (159) & RRH (50) divided by the total number seeking services who disclosed DV status (1580). Retention: All DV clients served by RRH (50) plus clients served by two shelters (59) retained PH (100%).

2.Data sources: Wayne Metro uses Out-Wayne CoC HMIS. First Step uses comparable database EmpowerDB but hasn't previously been equipped to track this information. The database has been updated this year to more closely track retention.

#### 1F-4b. DV Survivor Housing.

**Applicants must describe how project applicant ensured DV survivors experiencing homelessness were assisted to quickly move into permanent housing. (limit 2,000 characters)**

Housing Specialist employs harm reduction, trauma-informed, person-centered planning, and motivational interviewing to best serve this specialized population. In addition to 24 months of rental assistance, moving assistance and utility/security deposits, individualized, whole-household service plans are developed to meet the needs of the entire household. Through work done with the participant, barriers to stability are addressed. This could mean access to childcare, connecting to trauma counselors, employment resources, group activities for children, mental and physical health barriers and transportation services. The 24 months is spent connecting participants to permanent housing resources and overcoming barriers to self-sufficiency. Goals are set and reevaluated throughout the participant's time and change as needs evolve by participant and family. Confidentiality is maintained throughout this process. It is the participant's choice if they want to disclose DV history to landlord. However, recently, the project applicants have included VAWA guidelines/language into all resources, policies and procedures; including landlord relationship policies. This ensures landlord is made aware of regulations, should a need for transfer

arise.

Preparing for exit of RRH, permanent housing options are explored, including Housing Choice Voucher, Project-Based Vouchers, Family Unification Programs and affordable housing. Wayne Metro offers employment supports and financial coaching will allow for extended self-sufficiency.

#### **1F-4c. DV Survivor Safety.**

**Applicants must describe how project applicant:**

- 1. ensured the safety of DV survivors experiencing homelessness by:**
  - (a) training staff on safety planning;**
  - (b) adjusting intake space to better ensure a private conversation;**
  - (c) conducting separate interviews/intake with each member of a couple;**
  - (d) working with survivors to have them identify what is safe for them as it relates to scattered site units and/or rental assistance;**
  - (e) maintaining bars on windows, fixing lights in the hallways, etc. for congregate living spaces operated by the applicant;**
  - (f) keeping the location confidential for dedicated units and/or congregate living spaces set-aside solely for use by survivors; and**
- 2. measured its ability to ensure the safety of DV survivors the project served.**

**(limit 2,000 characters)**

1. All Wayne Metro and First Step staff are trained on individualized safety planning at hire, in-services, professional development, & case conferencing. Protocols and processes have been adjusted to ensure privacy:
  - no conversations in lobby regarding client,
  - using sound machines & designated rooms to not be overheard,
  - signed releases on file are used so that only those permitted by survivor are allowed contact.
  - couples are given VI-SPDAT individually & separately where possibleDV survivors work with case manager to identify what is safe for them in their rental by:
  - prioritizing client-choice,
  - empowering client to find own place,
  - developing personalized safety plans, and
  - developing exit strategy and “just-in-case” plans with escape routes and exits identified in living situations.
  - When housed DV clients are provided with adjustable safety bars for windows & doors and given ladders in case of fire on second floor.

First Step shelter has updated facility with bullet-resistant film on windows, gated parking lot, upgraded security system and door buzzer entry. Locations are kept confidential for dedicated units and living spaces by limiting signage of shelter, no online location given, and agencies functioning as mailing address for clients.

2. Project applicant has measured its ability to ensure safety of DV survivors by tracking how often emergency transfers are utilized, how often there are repeat DV clients, identifying weak points in confidentiality, how location of units are protected, and rates at which other services are used. The most accurate measure is how clients report that they feel safe. Programming and wrap-



around services provided help clients feel safe and able to exit more positively and successfully to permanent housing.

**1F-4d. Trauma-Informed, Victim-Centered Approaches.**

**Applicants must describe:**

- 1. project applicant’s experience in utilizing trauma-informed, victim-centered approaches to meet needs of DV survivors; and**
- 2. how, if funded, the project will utilize trauma-informed, victim-centered approaches to meet needs of DV survivors by:**
  - (a) prioritizing participant choice and rapid placement and stabilization in permanent housing consistent with participants’ preferences;**
  - (b) establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;**
  - (c) providing program participants access to information on trauma, e.g., training staff on providing program participant with information on trauma;**
  - (d) placing emphasis on the participant’s strengths, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;**
  - (e) centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;**
  - (f) delivering opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and**
  - (g) offering support for parenting, e.g., parenting classes, childcare.**

**(limit 4,000 characters)**

1. Combined, Wayne Metro and First Step have 40+ years experience in utilizing trauma-informed, victim-centered approaches to meet needs of DV survivors. First Step DV shelter, provides wholistic services from a 24-hr crisis hotline to transitional housing to best be able to completely meet the needs of a DV survivor with the capacity to respond to unique needs of DV survivors. Crisis Intervention Advocates use a client-centered, trauma-informed approach. Front line staff receive 40-hrs of training in a variety of trauma-informed, victim-centered approaches before working with clients, including: empathy training, active listening, stigmas of DV and sexual assault, harm reduction, recovery coaching with stages of recovery and change, building self-esteem and boundaries, trauma-informed care and self-care, coping mechanisms, crisis intervention, challenging bias, advocacy, and cultural competency. An environment of agency and mutual respect is established from point of entry to exit to housing that is client-centered and trauma-informed so survivors are not retraumatized in any part of the process. For example, if DV is disclosed to police, a best practice from the Maryland Network Against DV is used to assess lethality quickly and get survivor the best services needed as quickly as possible. Further, intake processes at the shelter have been adapted to create a more welcoming environment for survivor. In lieu of processing all paperwork immediately, client’s safety and basic needs are met first and, later, paperwork, assessments.

2. At Wayne Metro, clients are provided with information on trauma through

safety planning, group programming such as trauma-informed support group, and access to counseling, as well as printed educational materials. Case managers utilize strength-based tools, coaching, and assessments throughout the housing and case management process. Assessments, questionnaires, and other strengths-based tools are used to help clients work towards goals and aspirations. As trauma affects so many aspects of life, case managers work with clients each step of the way to empower them. For example, if client is searching for housing, case manager empowers them by asking client if they are able to take the lead on contacting potential landlords or would like assistance in making contact. At all points of program, trauma-informed, victim-centered approaches are used to meet needs of DV survivors by taking into account the needs of the household and survivor so that the crisis is addressed and stabilization takes place.

**1F-4e. Meeting Service Needs of DV Survivors.**

**Applicants must describe how the project applicant met services needs and ensured DV survivors experiencing homelessness were assisted to quickly move into permanent housing while addressing their safety needs, including:**

- **Child Custody**
- **Legal Services**
- **Criminal History**
- **Bad Credit History**
- **Education**
- **Job Training**
- **Employment**
- **Physical/Mental Healthcare**
- **Drug and Alcohol Treatment**
- **Childcare**

**(limit 2,000 characters)**

All Supportive Housing & Homeless Service protocols have been expanded to incorporate VAWA and to address safety needs and expand services. Targeted individualized case management allows for quick assessment of client situation and provides more comprehensive services via coordinated relationships of housing provider(Wayne Metro) and subject expert (First Step).

Child custody and legal services are coordinated with partnerships with Neighborhood Legal Services, LakeShore Legal Aid, and Friend of the Court. Criminal and bad credit histories are assessed to reduce barriers to PH. Education, job training and employment opportunities are coordinated with WMCAA. Employment services include training in resume writing, coaching on interview skills, referrals for clothing, college and high school completion application assistance, and employment readiness activities. A website via Next Job collaboration helps clients search for jobs, build resumes, improve interview techniques and receive virtual one-on-one coaching. Per physical & mental healthcare needs and drug & alcohol treatment needs, clients are referred on a case-by-case basis to multiple partners in Out-Wayne: Project Homeless Connect, Blue Cross Complete, AETNA, Western Wayne Health Center, Community Care Services, Detroit Wayne Mental Health Authority, Oakdale

Recovery Center, and Wyandotte Hospital. First Step shelter provides onsite nurturers so clients may attend to appointments and errands.

## 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.

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**2A-1. HMIS Vendor Identification.** Wellsky Community Services

**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             | 1,517                            | 67                                      | 1,450                                 | 100.00%                |
| Safe Haven (SH) beds                    | 34                               | 0                                       | 34                                    | 100.00%                |
| Transitional Housing (TH) beds          | 589                              | 0                                       | 589                                   | 100.00%                |
| Rapid Re-Housing (RRH) beds             | 740                              | 0                                       | 740                                   | 100.00%                |
| Permanent Supportive Housing (PSH) beds | 2,907                            | 0                                       | 2,462                                 | 84.69%                 |
| Other Permanent Housing (OPH) beds      | 0                                | 0                                       | 0                                     |                        |

**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. We continue to work with our local VA to encourage HMIS collaboration and the use of the HMIS system for their homeless program. At this time, neither the Veterans Housing Administration nor the Department of Housing and Urban Development requires HUD-VASH entry into HMIS. As a result, there has not been a local initiative to document the entry of Veterans into permanent supportive housing through HUD-VASH. If the 445 beds affiliated with HUD-VASH PSH are deducted from the CoC's total 2019 HIC beds, our community's HMIS Bed Coverage rate for PSH would be 100%. It continues to be our goal in the future that the VA will enter data directly in HMIS for their VASH program which will positively impact our PSH coverage.

2. The Detroit CoC continues to work with the local VA to increase HMIS coverage for VASH. The local Veterans Administration is committed to improving the relationship with HMIS and is hopeful that the HMIS will be able to sync data from the VA's HOMES system in the future. In January 2017, initial progress was made in that only Veterans on the CoC's Veterans By Name List are referred to VASH. 100% of Veterans captured on the VBNL are now required to be in HMIS. To facilitate this, the CoC adopted a process in late 2017 to create HMIS entries for all Veterans seen at the Veterans Community Resource and Referral Center (affiliated with the local Veterans Administration Medical Center). By late 2019, VA Medical Center staff have committed to begin entering VASH data into HMIS to reflect Veterans permanently housed through this resource. To date, one VA Coordinated Entry Specialist has access to enter data into HMIS. In April 2019 the VA reached out to further these discussions and explore purchasing read-only licenses for some of their staff. By September 2019, 7 frontline VA staff and 2 supervisory VA staff will have HMIS access. These steps will improve the Detroit CoC's PSH bed coverage rate to reach threshold.

**\*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.

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**2B-1. PIT Count Date.** 01/30/2019

**Applicants must enter the date the CoC conducted its 2019 PIT count (mm/dd/yyyy).**

**2B-2. PIT Count Data–HDX Submission Date.** 04/30/2019

**Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).**

**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. Methodology: Overall, the method by which emergency shelter, safe haven, and transitional housing programs collected and reported information for the PIT did not change. Data Quality: In 2019, although 2 emergency shelter projects that sheltered 15 people in 2018 closed prior to 1/30/19, 5 seasonal emergency shelter programs provided increased capacity to get 261 people out of the polar vortex weather conditions the week of the PIT count. One safe haven program that sheltered 9 people in 2018 closed prior to 1/30/19. Seven transitional housing programs that sheltered a total of 76 people in 2018 closed prior to 1/30/19, and 2 new transitional housing providers actively served a total of 43

people on 1/30/19.

2. Methodology: There was no change to the method by which sheltered PIT data was collected from emergency shelter, transitional housing, or safe haven projects in 2019. Data Quality: The increased capacity reflected by the new additional shelter beds offered during extreme weather conditions, active as of 1/30/19, are likely to have contributed to the overall increase in the number of sheltered persons counted for the 2019 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. Methodology: In 2019, the unsheltered PIT count methodology shifted and included only a service-based count. In 2018, the unsheltered PIT count included both a service-based count and a night of the count complete census count which included known locations. Data Quality: In 2019, the CoC offered enhanced training on collecting unsheltered PIT data by mobile application to improve the accuracy of data collected. Webinars and in-person trainings were offered to all unsheltered PIT count volunteers. Volunteers were also equipped with printed job aides and video demonstrations of how to record data in the mobile application for use when conducting service-based counts.

2. Methodology: The decrease in unsheltered persons counted in 2019 is not attributed to the methodology shift which focused on a service-based count. Targeted outreach conducted by providers prior to the night of January 30th to get persons out of the elements and into increased emergency shelter bed capacity is believed to be the primary factor that decreased the count of unsheltered persons in 2019. Data Quality: Volunteers who participated in the service-based counts using the mobile application reported success in being able to effectively engage those encountered and get their information accurately reported. CoC HMIS lead staff reported improved data quality with the data submitted via the mobile application which was reflected in the 2019 unsheltered PIT count results submitted via the HDX.

**\*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.** Yes

**2B-6a. PIT Count–Involving Youth in Implementation.**

**Applicants must describe how the CoC engaged stakeholders serving youth experiencing homelessness to:**

- 1. plan the 2019 PIT count;**
  - 2. select locations where youth experiencing homelessness are most likely to be identified; and**
  - 3. involve youth in counting during the 2019 PIT count.**
- (limit 2,000 characters)**

1. Our CoC’s Youth Homelessness Subcommittee and other stakeholders serving youth experiencing homelessness planned and implemented the 2019 youth PIT count strategy as part of our CoC wide PIT. A special youth survey was designed to collect PIT information. Two special count events were held targeted toward youth experiencing homelessness. The first took place on the evening of 1/30, and the second on the day following the PIT (1/31/19).
2. Our CoC’s Youth Homelessness Subcommittee selected two locations already frequented by youth experiencing homelessness to host special PIT count events. The event held on 1/30 coincided with a normally scheduled drop-in night which afforded a good turnout. One of the agencies who opened a seasonal emergency shelter to serve youth also had 2 street outreach specialists on board to engage youth at known locations to engage, count, and connect them to resources.
3. Youth experiencing homelessness were engaged directly through each of the avenues outlined in 1 and 2 above. Each youth was provided with a safe and secure environment in which to complete the PIT survey. Their responses were used to fill in data on youth experiencing homelessness as reported to HUD via the HDX in 2019. Each youth engaged was asked about their housing plan for the night of 1/30 and those needing emergency shelter were transported to a designated partner facility with available youth beds. Youth also helped to design and facilitate the special PIT count events targeted toward youth experiencing homelessness.

**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. Frontline CE staff were trained to accurately record if the person has a disability and length of time homeless, elements used to determine a person's chronic homeless status. As a result of improved data collection, on the night of the 2019 PIT, persons in ES that came from CE had more accurate HMIS records of chronic status, leading to a more accurate count of sheltered chronic homelessness. Wording of the unsheltered PIT survey questions matched how the questions appear in HMIS, also resulting in more accurate data collection. Next day interview locations for the unsheltered PIT were selected with a focus on service locations where persons experiencing chronic homelessness have been engaged in the past. This step increased our coverage of areas where individuals experiencing chronic homelessness were likely to be found.

2. Frontline CE staff were trained to accurately record a person's demographic and household information, elements used to determine if a person is a part of a family with children. One week prior to the 2019 PIT, training was provided to all residential providers on how to confirm details on all persons sheltered on the night of the PIT. This review of accurate data entry and reporting ensured a complete and accurate sheltered PIT count for families with children.

3. One week prior to the 2019 PIT, training was provided to all residential providers (including Veteran service providers) on how to confirm details on all persons sheltered on the night of the PIT. This review of accurate data entry and reporting ensured a complete and accurate sheltered PIT count for homeless Veterans.

Results from the unsheltered PIT service-based interviews were compiled and shared with CoC leads for our Chronic and Veteran By Name Lists with details on Chronic and Veteran individuals and families needing follow up and resource connection.

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

#### Instructions

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<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.**

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

**Applicants must:**

|                                                              |       |
|--------------------------------------------------------------|-------|
| Report the Number of First Time Homeless as Reported in HDX. | 4,836 |
|--------------------------------------------------------------|-------|

#### 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 Detroit CoC determines risk for first-time homelessness via system-wide diversion and prevention programs.
  - Diversion: All persons who access the CE system in Detroit are asked a series of questions to assist the person with identifying other options they may have for safe housing other than emergency shelter. Key risk factors include a lack of natural supports and a lack of income.
  - Prevention: Prevention programs prioritize for prevention services individuals who are most at risk of eviction, as determined by where the person is in the eviction process (ie, those individuals with a court order are prioritized over those who do not yet have a court order). This prioritization process helps to

ensure that the persons facing the most urgent eviction crisis, and most at-risk of eviction, are prioritized for services first.

2. The Detroit CoC implements the following strategies to address those at-risk of homelessness:

- Diversion: Every attempt is made to divert persons seeking ES to a safe housing option to keep them out of shelter. This strategy is showing signs of success in that from 4/1/18 – 12/31/18, 1,721 households were diverted from entering shelter. Of those, fewer than 25% ultimately ended up entering emergency shelter.
- Prevention: The City of Detroit currently funds prevention programs with \$698,600 of ESG & CDBG funding. The CoC uses \$21,000 in State ESG funding for prevention. SSVF provides prevention funding too.
- SSVF Rapid Resolution: A strategy first piloted in June 2018 by the local VA (and since fully launched) with the CoC’s SSVF providers a “Rapid Resolution” strategy that uses current SSVF funding to divert veterans from homelessness.
- CE: Persons accessing CE will be asked a new series of questions to understand past rental and eviction history to identify where greater intervention is needed to prevent homelessness.

3. CAM Governance committee (diversion), Veteran Leadership team (SSVF Rapid Resolution).

**\*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.

93

**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 is analyzing factors contributing to an increase in the average length of time (LOT) persons experienced homelessness over the past year. Despite a reduction of 13% and 44% in new entries into RRH and PSH respectively over the past year due to changes in housing stock availability, the CoC continues to identify ways to implement our strategy to quickly move persons into permanent housing. These strategies include working to increase the supply of housing funded via tax credits or other sources and increasing transitions from PSH/RRH to HCV (to free up that PSH/RRH resource for another person). The CoC is additionally analyzing the length of time it takes to move a person from PSH/RRH referral to housing move-in to target points in

the process where improvement is needed.

2. The CE assessment tool (VI-SPDAT and SPDAT) assesses for the length of time a person has been homeless. The first priority for PSH projects is chronically homeless with highest service needs and longest time homeless. The second priority is chronically homeless with the longest time homeless. For RRH, prioritization is first those who are unsheltered and/or fleeing domestic violence, with those with the longest length of time homeless used as a tie-breaking prioritization factor when needed. The CoC is currently analyzing its prioritization factors to ensure the most vulnerable and those with the longest lengths of time homeless, are prioritized for housing.

3. The following CoC workgroups are responsible for implementing the above strategies: RRH workgroup, and Chronic and Veterans By-Name-List workgroups. The CoC's Performance and Evaluation Committee is responsible for overseeing the above strategies.

**\*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.                 | 49%        |
| 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. | 97%        |

**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. Exit rates from ES, SH, TH, and RRH to PH destinations increased by 4%.

Analysis shows ES programs struggle the most on this measure. The following strategies will be used to address shelter performance:

- Performance expectations for ES will be incorporated into contracts with City of Detroit.
- Monthly shelter provider workgroups are a peer-sharing venue for discussing outcomes, how to provide quality services, developing and implementing housing plans with clients, and trouble-shooting barriers to housing people.
- Shelters with especially poor performance will receive additional technical assistance.

Strategies to address performance in other project types:

- CoC and ESG RRH is evaluated on PH exit performance.
- CoC funded TH providers are evaluated based on PH exits as part of the funding review process.
- The CoC will work with the VA to develop strategies as needed to improve outcomes for the remaining SH projects (VA-funded Low Demand GPD).

2. RRH Workgroup and Shelter Workgroup; Performance & Evaluation Committee

3. PSH performance on retaining PH or exiting to other PH remains high at 97% over the past three years. Strategies to maintain/increase this rate:

- The CoC is working to ensure the availability of appropriate, needed models of PSH.
- Evaluations for funding take into consideration how PSH projects are aligned with being low-barrier and Housing First.
- The CoC has developed a plan to define and communicate local PSH quality standards and will be evaluating projects on those standards. Training and technical assistance will be provided for projects that do not meet quality standards.
- PSH providers receive training on best practices in service provision in PSH.
- Persons receiving PSH are provided navigation services to assist with locating and moving into housing.
- Clients may be transferred from one PSH project to another to help them retain housing.

4. PSH workgroup, Performance & Evaluation Committee

**\*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.  | 11%        |
| 2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX. | 15%        |

**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 people who return to homelessness when the person accesses the CE system, including re-entering ES or via contact with Street Outreach and the person is re-entered into HMIS. The CoC has also started analyzing more closely returns to homelessness within 6 months of project exit. This analysis shows the majority of persons (62% in FY18) who return to homelessness within 6 months of having exited to PH had exited from an ES.

2. The following strategies are being/will be implemented to decrease returns to homelessness:

- Monitoring of PSH programs in 2018 identified needed areas of improvement in service delivery for PSH providers; in response to these findings, additional training has been provided to PSH providers on providing quality services to persons in PSH
- PSH providers case conference bi-weekly to identify strategies to assist persons at risk of losing their housing. If needed, clients in PSH are transferred to another PSH provider to prevent client from losing his/her housing.
- Starting in 2019, a new strategy identifies quality standards for all PSH providers, and in 2020 will begin holding providers accountable to these standards.
- As resources allow, providers conduct follow-up after a person leaves the program, allowing for re-engagement if needed if persons become at risk of losing housing.
- ES staff have been trained on case management provision, particularly around assisting clients with accessing housing.
- ES staff have been trained on how to assist persons with accessing homeless-preference HCV.
- The CoC has diversion strategies to prevent persons from entering ES.
- Additional strategies are being developed to ensure persons who receive HCV are able to maintain their voucher.
- Prevention funding is available for persons at-risk of homelessness

3. Entities responsible for these strategies:

- Performance & Evaluation Committee, general oversight
- PSH Workgroup
- Shelter Workgroup

**\*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. | 11%        |

|                                                                                                                                                                                                                                                                           |     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 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. | 22% |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|

**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)**

1. Strategies to increase employment income are being developed through a partnership with the City of Detroit's Workforce Development Department (Detroit At Work), CSH, CE, and other stakeholders via the following systems-level strategies:

- Cross-sector learning & data sharing: Detroit At Work and the CE staff will work together to understand how persons access and navigate each system. CE is collecting employment data on persons accessing the CE system, which will be shared with Detroit At Work & CoC board to better understand the strengths and employment needs of persons accessing CE. Detroit At Work will share data with the homeless system on employment needs of persons seeking employment services.
- Cross-system assessment alignment: The workforce development system and CE will work together to align assessment questions of each system.
- Pilot program: There is a goal to pilot a program for families seeking homeless services by providing targeted referrals to employment services.
- The CoC prioritizes vulnerable persons for CoC housing and may need to develop additional strategies on increasing employment outcomes for persons with many barriers to employment.

2. In addition to the strategies identified above, the CoC has implemented the following to increase access to employment:

- Evaluation of CoC funded RRH programs has been placing an increasing emphasis on the rates at which persons exit the program with employment.
- Plans are in place to provide cross-training to providers on navigating the employment system so that clients may be better assisted.

3. The CoC works with mainstream employment organizations via its relationship with Detroit At Work. Individual providers may also have relationships with mainstream employment organizations and refer their clients to these organizations.

4. Values & Funding Priorities Committee, Performance & Evaluation Committee, Employment Design Workgroup

**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 has placed a priority on serving in CoC funded programs vulnerable persons with significant barriers to housing and employment. By implementing this strategy, the CoC has experienced challenges with assisting persons in increasing their non-employment cash income. Nevertheless, the CoC uses these strategies to increase non-employment cash income:

- CoC funded projects are evaluated on the rates at which persons served increase or maintain non-employment cash income.
- In spite of significant staffing shortages at the Social Security Administration and increased denial rates on disability claims and the resulting challenges in getting applications for SSI/SSDI approved, CoC funded programs continue to work with clients to apply for disability or other cash benefits for which they may qualify.

2. In addition to the strategies above, strategies to increase access to non-employment cash sources include:

- All CoC funded programs indicate they provide assistance with helping clients access non-employment cash income. The majority of CoC funded programs have SOAR-trained staff. The CoC will review if additional SOAR training is needed in the coming year and make arrangements to provide such training if needed.
- CoC provides opportunities via CoC meetings for persons to access resources (such as Detroit ID or other resources provided via Project Homeless Connect) that improve access to non-employment cash income.
- The CoC will continue to review how projects are evaluated on their performance with increasing non-employment cash income and will make modifications as needed to hold providers accountable to performance standards.

3. Performance and Evaluation Committee

**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)**

1. The CoC is currently working with the City of Detroit's Workforce Development Department – Detroit At Work – to further collaboration between the homeless service system and employment system. One of the goals of this collaboration is to help increase access to employers for persons experiencing



homelessness. Bi-monthly CoC membership meetings are also a way the CoC provides information to providers to help them improve access to employment for their clients. For example, in Jan 2019 the CoC received information on how to utilize the City’s ID program to get ID’s for their clients, which is often a barrier preventing access to employment.

2. Over the past several years, the Detroit CoC has made progress in targeting Permanent Supportive Housing (PSH) programs to persons with significant service needs, high barriers to housing, and high barriers to employment. By utilizing a low barrier and Housing First approach, PSH providers have been successful in helping persons with significant barriers to housing obtain and maintain housing. Once in housing, PSH providers work with PSH residents in developing person-centered plans, which may include assisting the resident with pursuing education or job training. For residents that identify this as an area of self-improvement they would like to pursue, PSH providers use the relationships they have with job training or educational programs to help the residents access these programs. Additionally, several site-based PSH programs offer residents opportunities to work on-site within the building. Most PSH providers also have resident advisory councils, which provide an opportunity for residents to volunteer.

**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.                                            | <input checked="" type="checkbox"/> |
| 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). | <input type="checkbox"/>            |
| 3. The CoC trains provider organization staff on connecting program participants with formal employment opportunities.                                                                                          | <input checked="" type="checkbox"/> |
| 4. The CoC trains provider organization staff on volunteer opportunities for program participants and people experiencing homelessness.                                                                         | <input type="checkbox"/>            |
| 5. The CoC works with organizations to create volunteer opportunities for program participants.                                                                                                                 | <input checked="" type="checkbox"/> |
| 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).                      | <input checked="" type="checkbox"/> |
| 7. Provider organizations within the CoC have incentives for employment.                                                                                                                                        | <input checked="" type="checkbox"/> |
| 8. The CoC trains provider organization staff on helping program participants budget and maximize their income to maintain stability in permanent housing.                                                      | <input type="checkbox"/>            |

**3A-6. System Performance Measures Data–HDX Submission Date** 05/17/2019

**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

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### 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) | <input checked="" type="checkbox"/> |
| 2. Number of previous homeless episodes                                                                   | <input checked="" type="checkbox"/> |
| 3. Unsheltered homelessness                                                                               | <input checked="" type="checkbox"/> |
| 4. Criminal History                                                                                       | <input checked="" type="checkbox"/> |
| 5. Bad credit or rental history                                                                           | <input checked="" type="checkbox"/> |
| 6. Head of Household with Mental/Physical Disability                                                      | <input checked="" type="checkbox"/> |

### 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. All ES in the CoC are part of the CoC’s coordinated entry system. The shelter completes a prescreen (VISPDAT) when a family enters ES. Based on the assessment, families are referred to the appropriate provider (RRH or PSH). Referrals are prioritized based on score. Once referred to housing (RRH or PSH), immediate steps begin to gather paperwork and locate a unit. Families are provided navigation and housing search services to assist with this process.

2. While clients are being served, individual housing stability plans are developed and intensive case management is provided. These services are provided to assist the client with increasing their income and ability to have a sustainable housing situation once assistance ends. Additionally, our State PHA has a pool of HCV specifically for persons experiencing homelessness. These vouchers are targeted to persons receiving RRH in recognition that many of them will need a long-term subsidy once the RRH assistance ends. Families served in PSH are provided services to assist them with maintaining their housing.

3. The RRH and PSH workgroups.

**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.                                                                                                                             | <input checked="" type="checkbox"/> |
| 2. CoC conducts optional training for all CoC- and ESG-funded housing and service providers on these topics.                                                                                                                               | <input checked="" type="checkbox"/> |
| 3. CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.                                                                                                                               | <input checked="" type="checkbox"/> |
| 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. | <input checked="" type="checkbox"/> |

**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) | <input checked="" type="checkbox"/> |
| 2. Number of Previous Homeless Episodes                                                                      | <input checked="" type="checkbox"/> |
| 3. Unsheltered Homelessness                                                                                  | <input checked="" type="checkbox"/> |
| 4. Criminal History                                                                                          | <input checked="" type="checkbox"/> |
| 5. Bad Credit or Rental History                                                                              | <input checked="" type="checkbox"/> |

**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. The Detroit CoC board established the Committee on Youth Homelessness (CYH) representing a multi-sector, cross-system approach to ending youth homelessness. With 15-18 members, the CYH also includes the Youth Action Board (YAB), comprised of young people under the age of 24 who have experienced homelessness. YAB leadership has three permanent seats on the CYH to assure youth voice in all deliberations and decisions. Further, in 2017, the Detroit CoC implemented the Transition Age Youth VI-SPDAT (TAY VI-SPDAT) to provide a more thorough assessment of youth needs. To meet the

needs of homeless youth, in the FY2017 CoC competition, the CoC awarded a new, \$272K RRH project to Alternatives for Girls (AFG) to provide RRH for youth ages 18 – 24. A local foundation is also providing \$200K to further support the services to be provided by this project. Additionally, Detroit is currently in the process of developing youth specific Permanent Supportive Housing (PSH) and Host Home projects operating with a Housing First model. Ruth Ellis Center (REC) will break ground in the fall of 2019 and begin accepting residents in 2020 for a 43 unit Permanent Supportive Housing program. The PSH project will focus on meeting the needs of LGBTQ+ youth experiencing homelessness by providing stable, permanent housing, and wrap-around services. REC is also developing a Host Home program in collaboration with Point Source Youth, a national Technical Assistance provider who also helped AFG establish their RRH Project. Host Homes will offer youth ages 18-20 community-based short-term shelter with a volunteer community member who has undergone extensive screening and training.

2. Three agencies within the CoC (Alternatives for Girls, Covenant House, and Ruth Ellis Center) have youth-specific street outreach teams. Additionally, two youth Drop-In Centers operate within the CoC (Detroit Phoenix Center and Ruth Ellis Center) to help youth access low barrier services such as showers, clothing, food, hygiene and safer sex kits, and housing-focused case management. To meet the needs of LGBTQ+ youth experiencing homelessness the Ruth Ellis Center, CoC, and City of Detroit collaborated to facilitate trainings with CoC shelter and street outreach providers on creating safety for populations with diverse sexual orientation and gender identity/expression. These trainings also discussed on-the-ground implementation of the Equal Gender Access rule in a shelter environment to make it safer for LGBTQ identifying individuals to access shelter. These trainings will continue into 2020. Finally, the 2019 unsheltered PIT incorporated youth-specific methodologies, including youth involved in the PIT planning to count unsheltered youth.

**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. The evidence that will be used to measure strategies given in 3B-1d are:
  - RRH/PSH/Host Homes: The rate at which youth exit to permanent housing and increase their income
  - Equity training: Outcome equity for LGBTQ+ youth and youth of color
  - Diversion: The number of young people able to be safely diverted from homelessness
  - Unsheltered youth outreach: The number of unsheltered youth counted in the PIT count.

2. Measures used to calculate effectiveness of strategies in 3B-1d:
- o RRH/PSH/Host Homes: HMIS data will be used to calculate the rate of persons who exit to permanent housing by dividing the number of persons who exit by the number who exit to permanent housing. HMIS will also be used to determine the percentage who exit with increased income via APR question #19a.
  - o Equity: LGBTQ+ youth and youth of color exit to permanent housing at a rate similar to the overall population.
  - o Diversion: fewer youth entering homelessness, and an increased number of youth able to be safely diverted (reunited with family or friends).
  - o Unsheltered youth: the number of unsheltered youth counted in the PIT count will be compared to the prior PIT count to determine if the number is decreasing.

3. The measures described above are commonly used by agencies throughout the CoC, allowing the CoC to capture system-wide outcomes. With the goal of preventing and ending homelessness, outcomes related to increasing diversion, increasing housing permanency, and reducing incidents of homelessness effectively demonstrate progress towards these goals. Additionally, as the number of agencies participating in data reporting increases and methodology for collecting data improves (e.g. youth-specific PIT Count strategies) the CoC's ability to determine the effectiveness of its strategies also improves.

### **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)**

1. The Detroit Public School Community District (DPSCD) liaison is the homeless representative for the LEA and is intricately involved with the CoC regarding educational rights for homeless youth, including sitting on the Detroit CoC board. The LEA works directly with the SEA Coordinator to identify and immediately enroll homeless children and youth and support them with understanding their rights to ensure their successful matriculation through school. The Detroit CoC also has a Committee on Youth Homelessness which includes key educational stakeholders such as the DPSCD liaison. Detroit has also recently developed a multi-sector Homeless and Education Advisory Group tasked with improving the collaboration between these two systems.

2. When families with minor children access Coordinated Entry, they are referred to Wayne Metro Community Action Agency to ensure they are linked with the McKinney Vento Homeless Liaison and receive the educational

services they are eligible for. The LEA and other key stakeholders work closely with youth homeless providers and our local schools to ensure that all needs are met. The Liaison keeps the CoC abreast of all updates to the McKinney-Vento Act and the Every Student Succeeds Act (ESSA) regulations. The DPSCD liaison is also on the Youth Advisory Board (Phoenix Center) and works with the Administrator and the Youth Advisory Council or group. The Education Liaison (EL) and Detroit Public Schools share info about educational and housing resources at CoC meetings. The EL connects homeless families in the county with resources within the CoC or school system. Also, the EL has a small budget to assist families in need with transportation, supplies and other resources. The Detroit CoC Committee on Youth Homelessness consists of partners from SEA, LEA, and education providers. This committee consults with and reports out to our CoC Board and community members regularly. Members also attend each other's meetings regularly.

**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)**

The Detroit Public School Community District (DPSCD) Liaison - who is a member of the Detroit CoC board and the CoC's Committee on Youth Homelessness - places educational rights posters in all of the City of Detroit's Recreation Offices, Libraries, and shelters. Posters are also placed in all DPSCD schools and administrative buildings. The liaison also presents at various CoC meetings to explain the educational rights of homeless children and inform homeless providers on what enrollment assistance the district provides for these students. The CoC communicates with the district liaison regarding any educational matters pertaining to homeless children and youth including unaccompanied homeless and runaway youth.

Additionally, when families with minor children, or persons with a disability ages 21 – 26, access Coordinated Entry, they are referred to a local provider to ensure they are linked with the McKinney Vento Homeless Liaison and receive the educational services they are eligible. Further, in 2019, the University of Michigan began a project in Detroit which seeks to make new data on homelessness among K-12 students available to key stakeholders and policy makers in the City of Detroit in order to improve program planning and services. The project will also work with Coordinated Entry to add questions about a child's school enrollment to the standard intake form to strengthen the critical link between the shelter system and schools.

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

**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. | <input checked="" type="checkbox"/> |
| 2. People of different races or ethnicities are less likely to receive homeless assistance. | <input checked="" type="checkbox"/> |



|                                                                                                                      |                                     |
|----------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| 3. People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.  | <input checked="" type="checkbox"/> |
| 4. People of different races or ethnicities are less likely to receive a positive outcome from homeless assistance.  | <input checked="" type="checkbox"/> |
| 5. There are no racial or ethnic disparities in the provision or outcome of homeless assistance.                     | <input type="checkbox"/>            |
| 6. The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance. | <input type="checkbox"/>            |
| 7. The CoC did not conduct a racial disparity assessment.                                                            | <input type="checkbox"/>            |

**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. | <input type="checkbox"/>            |
| 2. The CoC has identified the cause(s) of racial disparities in their homeless system.                                           | <input type="checkbox"/>            |
| 3. The CoC has identified strategies to reduce disparities in their homeless system.                                             | <input checked="" type="checkbox"/> |
| 4. The CoC has implemented strategies to reduce disparities in their homeless system.                                            | <input checked="" type="checkbox"/> |
| 5. The CoC has identified resources available to reduce disparities in their homeless system.                                    | <input checked="" type="checkbox"/> |
| 6: The CoC did not conduct a racial disparity assessment.                                                                        | <input type="checkbox"/>            |

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

**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-notice>

**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<br>(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 shares information regarding mainstream resources via our bi-weekly newsletter and welcomes agencies to present the resources they can provide at our bi-monthly CoC Meetings.

2.The CoC disseminates the availability of mainstream resources via our bi-weekly newsletter and our bi-monthly CoC Meetings. Time-sensitive resource availability is communicated via a special disbursement of the newsletter outside of the regularly scheduled distribution. Phone calls and other direct contact may also be made as necessary.

3. It is a requirement for new and renewal CoC Project Applicants to display their ability to connect their clients to mainstream resources including health insurance. The CoC promotes the relationship and connection between homeless service providers and the agencies who in-turn deliver healthcare services to their clients. These connections are made by way of resource/employment fairs, a yearly Project Homeless Connect and other Homeless Awareness Week Events, agency generated resource guides, and 1:1 guidance during case management.

4.There is an expectation in the CoC that PSH Providers will utilize Medicaid funded services to support clients in PSH. Efforts are underway at the state level to increase access to Medicaid billable services for homeless service providers and training on this initiative will be forthcoming. There is also an ongoing state-level data match for HMIS and Medicaid data that allows for the identification of overlap between the two systems with the hope of increasing collaboration and the data-informed targeting of services to individuals who display a need for specialized intervention.

5.The CoC Lead Agency is generally responsible for these strategies.

**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.                                                                                                                                | 43   |
| 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. | 43   |
| 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 Detroit CoC has several Street Outreach (SO) programs, including projects operated by NSO, AFG, Cass Community Social Services, Covenant House, the NOAH project, Motor City Mittens, Covenant Community Care, the Ark Association, and Ruth Ellis Center. Three of these SO programs are specifically targeted to youth. The outreach programs canvass the entire CoC geographic area and operate at different times of the day and days of the week to help ensure complete coverage. The SO staff rely on data of where unsheltered persons are known to be, and utilize the evidence-based practices of engagement to build trust with the client. Unsheltered individuals who are on the Detroit CoC’s chronic by name list are targeted for outreach, while others who engage with outreach workers are added to the By-Name-List.

2. Although outreach is targeted in areas with the greatest expressed needs, outreach services are available in 100% of the CoC’s geographic area.

3. Street outreach is conducted daily. Different teams operate at different times of the day, to ensure coverage at different hours.

4. Detroit’s SO providers have experience working with the chronically homeless. Providers use motivational interviewing and continual engagement to build rapport and trust with the client. SO providers also often coordinate with local soup kitchens and other service providers where consumers have already built relationships and collaboratively work to provide housing services to the consumer where they feel most comfortable. When consumers are hesitant to engage in services, the street outreach team offers other types of interventions, including assistance with accessing a shelter and other needed resources, as well as assistance accessing the coordinated entry system.

**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 | 950  | 740  | -210       |

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

**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       | MI-501_FY2019 CoC... | 08/12/2019    |
| 1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners’ Preference. | No        | MI-501_Moving On ... | 09/23/2019    |
| 1C-4. PHA Administrative Plan Homeless Preference.                                      | No        | MI-501_PHA Admini... | 09/23/2019    |
| 1C-7. Centralized or Coordinated Assessment System.                                     | Yes       | MI-501_CE Assessm... | 09/17/2019    |
| 1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.              | Yes       | MI-501_Projects A... | 09/24/2019    |
| 1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.  | Yes       | MI-501_Projects R... | 09/23/2019    |
| 1E-1.Public Posting–30-Day Local Competition Deadline.                                  | Yes       | MI-501_Local Comp... | 09/23/2019    |
| 1E-1. Public Posting–Local Competition Announcement.                                    | Yes       | MI-501_Local Comp... | 09/24/2019    |
| 1E-4.Public Posting–CoC-Approved Consolidated Application                               | Yes       | MI-501_Consolidat... | 09/25/2019    |
| 3A. Written Agreement with Local Education or Training Organization.                    | No        | MI-501_Local Educ... | 09/27/2019    |
| 3A. Written Agreement with State or Local Workforce Development Board.                  | No        | MI-501_State or L... | 09/27/2019    |
| 3B-3. Summary of Racial Disparity Assessment.                                           | Yes       | MI-501_Racial Dis... | 09/23/2019    |
| 4A-7a. Project List-Homeless under Other Federal Statutes.                              | No        |                      |               |
| Other                                                                                   | No        |                      |               |
| Other                                                                                   | No        |                      |               |

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

## **Attachment Details**

**Document Description:** MI-501\_FY2019 CoC Competition Report

## **Attachment Details**

**Document Description:** MI-501\_Moving On Multifamily Preference

## **Attachment Details**

**Document Description:** MI-501\_PHA Administration Plan Preference

## **Attachment Details**

**Document Description:** MI-501\_CE Assessment Tools

## **Attachment Details**

**Document Description:** MI-501\_Projects Accepted Notification

## **Attachment Details**

**Document Description:** MI-501\_Projects Rejected/Reduced Notification



## **Attachment Details**

**Document Description:** MI-501\_Local Competition Deadline

## **Attachment Details**

**Document Description:** MI-501\_Local Competition Public Announcement

## **Attachment Details**

**Document Description:** MI-501\_Consolidated Application

## **Attachment Details**

**Document Description:** MI-501\_Local Education or Training Org Agreement

## **Attachment Details**

**Document Description:** MI-501\_State or Local Workforce Agreement

## **Attachment Details**

**Document Description:** MI-501\_Racial Disparity Assessment Summary

## **Attachment Details**

**Document Description:**

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## **Attachment Details**

**Document Description:**

## Submission Summary

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

| Page                                                   | Last Updated      |
|--------------------------------------------------------|-------------------|
| <b>1A. Identification</b>                              | 09/16/2019        |
| <b>1B. Engagement</b>                                  | 09/20/2019        |
| <b>1C. Coordination</b>                                | 09/24/2019        |
| <b>1D. Discharge Planning</b>                          | No Input Required |
| <b>1E. Local CoC Competition</b>                       | 09/20/2019        |
| <b>1F. DV Bonus</b>                                    | 09/24/2019        |
| <b>2A. HMIS Implementation</b>                         | 09/20/2019        |
| <b>2B. PIT Count</b>                                   | 09/24/2019        |
| <b>3A. System Performance</b>                          | 09/24/2019        |
| <b>3B. Performance and Strategic Planning</b>          | 09/24/2019        |
| <b>4A. Mainstream Benefits and Additional Policies</b> | 09/27/2019        |
| <b>4B. Attachments</b>                                 | 09/27/2019        |

|                        |         |            |
|------------------------|---------|------------|
| FY2019 CoC Application | Page 59 | 09/27/2019 |
|------------------------|---------|------------|

**Submission Summary**

No Input Required

## 2019 HDX Competition Report

### PIT Count Data for MI-501 - Detroit CoC

#### Total Population PIT Count Data

|                                       | 2016 PIT    | 2017 PIT    | 2018 PIT    | 2019 PIT    |
|---------------------------------------|-------------|-------------|-------------|-------------|
| Total Sheltered and Unsheltered Count | <b>2335</b> | <b>2078</b> | <b>1769</b> | <b>1965</b> |
| Emergency Shelter Total               | 1182        | 1,169       | 1,035       | 1333        |
| Safe Haven Total                      | 21          | 21          | 40          | 29          |
| Transitional Housing Total            | 939         | 668         | 536         | 517         |
| Total Sheltered Count                 | <b>2142</b> | <b>1858</b> | <b>1611</b> | <b>1879</b> |
| Total Unsheltered Count               | <b>193</b>  | <b>220</b>  | <b>158</b>  | <b>86</b>   |

#### Chronically Homeless PIT Counts

|                                                                       | 2016 PIT   | 2017 PIT   | 2018 PIT   | 2019 PIT   |
|-----------------------------------------------------------------------|------------|------------|------------|------------|
| Total Sheltered and Unsheltered Count of Chronically Homeless Persons | <b>329</b> | <b>249</b> | <b>221</b> | <b>279</b> |
| Sheltered Count of Chronically Homeless Persons                       | 226        | 144        | 154        | 246        |
| Unsheltered Count of Chronically Homeless Persons                     | 103        | 105        | 67         | 33         |

## 2019 HDX Competition Report

### PIT Count Data for MI-501 - Detroit 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 | 220      | 179      | 167      | 182      |
| Sheltered Count of Homeless Households with Children                                     | 217      | 178      | 166      | 182      |
| Unsheltered Count of Homeless Households with Children                                   | 3        | 1        | 1        | 0        |

#### Homeless Veteran PIT Counts

|                                                                          | 2011 | 2016 | 2017 | 2018 | 2019 |
|--------------------------------------------------------------------------|------|------|------|------|------|
| Total Sheltered and Unsheltered Count of the Number of Homeless Veterans | 385  | 354  | 337  | 322  | 290  |
| Sheltered Count of Homeless Veterans                                     | 352  | 336  | 320  | 305  | 281  |
| Unsheltered Count of Homeless Veterans                                   | 33   | 18   | 17   | 17   | 9    |

## 2019 HDX Competition Report

### HIC Data for MI-501 - Detroit 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             | 970                    | 67                                      | 903                | 100.00%                |
| Safe Haven (SH) Beds                    | 34                     | 0                                       | 34                 | 100.00%                |
| Transitional Housing (TH) Beds          | 589                    | 0                                       | 589                | 100.00%                |
| Rapid Re-Housing (RRH) Beds             | 740                    | 0                                       | 740                | 100.00%                |
| Permanent Supportive Housing (PSH) Beds | 2942                   | 0                                       | 2462               | 83.68%                 |
| Other Permanent Housing (OPH) Beds      | 0                      | 0                                       | 0                  | NA                     |
| Total Beds                              | 5,275                  | 67                                      | 4728               | 90.78%                 |

## 2019 HDX Competition Report

### HIC Data for MI-501 - Detroit 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 | 783      | 1121     | 2185     | 2425     |

#### 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 | 97       | 132      | 221      | 214      |

#### 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 | 530      | 633      | 950      | 740      |



# 2019 HDX Competition Report

## FY2018 - Performance Measurement Module (Sys PM)

### Summary Report for MI-501 - Detroit 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      | 6348               | 5746    | 61                                | 69      | 8          | 37                               | 45      | 8          |
| 1.2 Persons in ES, SH, and TH | 7031               | 6562    | 84                                | 93      | 9          | 46                               | 61      | 15         |

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")     | 6338               | 5929    | 242                               | 380     | 138        | 90                               | 126     | 36         |
| 1.2 Persons in ES, SH, TH, and PH (prior to "housing move in") | 7120               | 6766    | 256                               | 386     | 130        | 92                               | 153     | 61         |

# 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              | 311                                                                              | 31                                            | 10%          | 13                                          | 4%           | 19                                           | 6%           | 63                           | 20%          |
| Exit was from ES              | 1824                                                                             | 286                                           | 16%          | 86                                          | 5%           | 73                                           | 4%           | 445                          | 24%          |
| Exit was from TH              | 793                                                                              | 72                                            | 9%           | 35                                          | 4%           | 46                                           | 6%           | 153                          | 19%          |
| Exit was from SH              | 29                                                                               | 6                                             | 21%          | 2                                           | 7%           | 1                                            | 3%           | 9                            | 31%          |
| Exit was from PH              | 1238                                                                             | 69                                            | 6%           | 35                                          | 3%           | 75                                           | 6%           | 179                          | 14%          |
| TOTAL Returns to Homelessness | 4195                                                                             | 464                                           | 11%          | 171                                         | 4%           | 214                                          | 5%           | 849                          | 20%          |

### 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<br>PIT Count | January 2018<br>PIT Count | Difference |
|----------------------------------------------------------------|---------------------------|---------------------------|------------|
| Universe: Total PIT Count of sheltered and unsheltered persons | 2078                      | 1769                      | -309       |
| Emergency Shelter Total                                        | 1169                      | 1035                      | -134       |
| Safe Haven Total                                               | 21                        | 40                        | 19         |
| Transitional Housing Total                                     | 668                       | 536                       | -132       |
| Total Sheltered Count                                          | 1858                      | 1611                      | -247       |
| Unsheltered Count                                              | 220                       | 158                       | -62        |

### Metric 3.2 – Change in Annual Counts

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

|                                                         | Submitted<br>FY 2017 | FY 2018 | Difference |
|---------------------------------------------------------|----------------------|---------|------------|
| Universe: Unduplicated Total sheltered homeless persons | 7139                 | 6689    | -450       |
| Emergency Shelter Total                                 | 6380                 | 5740    | -640       |
| Safe Haven Total                                        | 36                   | 84      | 48         |
| Transitional Housing Total                              | 924                  | 1260    | 336        |

## 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<br>FY 2017 | FY 2018 | Difference |
|--------------------------------------------------|----------------------|---------|------------|
| Universe: Number of adults (system stayers)      | 982                  | 1214    | 232        |
| Number of adults with increased earned income    | 65                   | 139     | 74         |
| Percentage of adults who increased earned income | 7%                   | 11%     | 4%         |

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

|                                                               | Submitted<br>FY 2017 | FY 2018 | Difference |
|---------------------------------------------------------------|----------------------|---------|------------|
| Universe: Number of adults (system stayers)                   | 982                  | 1214    | 232        |
| Number of adults with increased non-employment cash income    | 230                  | 355     | 125        |
| Percentage of adults who increased non-employment cash income | 23%                  | 29%     | 6%         |

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

|                                                 | Submitted<br>FY 2017 | FY 2018 | Difference |
|-------------------------------------------------|----------------------|---------|------------|
| Universe: Number of adults (system stayers)     | 982                  | 1214    | 232        |
| Number of adults with increased total income    | 280                  | 423     | 143        |
| Percentage of adults who increased total income | 29%                  | 35%     | 6%         |

## 2019 HDX Competition Report

### FY2018 - Performance Measurement Module (Sys PM)

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

|                                                          | Submitted<br>FY 2017 | FY 2018 | Difference |
|----------------------------------------------------------|----------------------|---------|------------|
| Universe: Number of adults who exited (system leavers)   | 710                  | 834     | 124        |
| Number of adults who exited with increased earned income | 114                  | 92      | -22        |
| Percentage of adults who increased earned income         | 16%                  | 11%     | -5%        |

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

|                                                                       | Submitted<br>FY 2017 | FY 2018 | Difference |
|-----------------------------------------------------------------------|----------------------|---------|------------|
| Universe: Number of adults who exited (system leavers)                | 710                  | 834     | 124        |
| Number of adults who exited with increased non-employment cash income | 165                  | 181     | 16         |
| Percentage of adults who increased non-employment cash income         | 23%                  | 22%     | -1%        |

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

|                                                         | Submitted<br>FY 2017 | FY 2018 | Difference |
|---------------------------------------------------------|----------------------|---------|------------|
| Universe: Number of adults who exited (system leavers)  | 710                  | 834     | 124        |
| Number of adults who exited with increased total income | 258                  | 257     | -1         |
| Percentage of adults who increased total income         | 36%                  | 31%     | -5%        |

## 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<br>FY 2017 | FY 2018 | Difference |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------|------------|
| Universe: Person with entries into ES, SH or TH during the reporting period.                                                                                                | 7526                 | 6247    | -1279      |
| 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.                                             | 2211                 | 2159    | -52        |
| 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) | 5315                 | 4088    | -1227      |

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

|                                                                                                                                                                              | Submitted<br>FY 2017 | FY 2018 | Difference |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------|------------|
| Universe: Person with entries into ES, SH, TH or PH during the reporting period.                                                                                             | 8893                 | 7438    | -1455      |
| 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.                                              | 2787                 | 2602    | -185       |
| 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.) | 6106                 | 4836    | -1270      |

## 2019 HDX Competition Report

### FY2018 - Performance Measurement Module (Sys PM)

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

This Measure is not applicable to CoCs in 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<br>FY 2017 | FY 2018 | Difference |
|-----------------------------------------------------------------------------------|----------------------|---------|------------|
| Universe: Persons who exit Street Outreach                                        | 637                  | 831     | 194        |
| Of persons above, those who exited to temporary & some institutional destinations | 63                   | 214     | 151        |
| Of the persons above, those who exited to permanent housing destinations          | 318                  | 271     | -47        |
| % Successful exits                                                                | 60%                  | 58%     | -2%        |

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



## 2019 HDX Competition Report

### FY2018 - Performance Measurement Module (Sys PM)

|                                                                                                                                 | Submitted<br>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 | 6479                 | 6238    | -241       |
| Of the persons above, those who exited to permanent housing destinations                                                        | 2901                 | 3058    | 157        |
| % Successful exits                                                                                                              | 45%                  | 49%     | 4%         |

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

|                                                                                                                       | Submitted<br>FY 2017 | FY 2018 | Difference |
|-----------------------------------------------------------------------------------------------------------------------|----------------------|---------|------------|
| Universe: Persons in all PH projects except PH-RRH                                                                    | 2514                 | 2438    | -76        |
| Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations | 2443                 | 2377    | -66        |
| % Successful exits/retention                                                                                          | 97%                  | 97%     | 0%         |

# 2019 HDX Competition Report

## FY2018 - SysPM Data Quality

### MI-501 - Detroit 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                          | 1137       | 1041      | 1117      | 974       | 1157      | 1092      | 737       | 623       | 4986         | 5282      | 7514      | 3006      | 631       | 530       | 633       | 950       |                     |           |           |           |
| 2. Number of HMIS Beds                                   | 1063       | 1041      | 1072      | 974       | 1100      | 1071      | 729       | 623       | 4851         | 1955      | 6972      | 2468      | 631       | 505       | 633       | 950       |                     |           |           |           |
| 3. HMIS Participation Rate from HIC ( % )                | 93.49      | 100.00    | 95.97     | 100.00    | 95.07     | 98.08     | 98.91     | 100.00    | 97.29        | 37.01     | 92.79     | 82.10     | 100.00    | 95.28     | 100.00    | 100.00    |                     |           |           |           |
| 4. Unduplicated Persons Served (HMIS)                    | 8420       | 7861      | 6332      | 6406      | 2232      | 2036      | 1526      | 1250      | 2533         | 2629      | 2844      | 2935      | 2978      | 1960      | 1476      | 1861      | 873                 | 691       | 1763      | 1170      |
| 5. Total Leavers (HMIS)                                  | 7061       | 6534      | 5571      | 5592      | 1157      | 1442      | 1236      | 806       | 403          | 341       | 456       | 497       | 2365      | 1220      | 704       | 1016      | 660                 | 490       | 647       | 959       |
| 6. Destination of Don't Know, Refused, or Missing (HMIS) | 1322       | 690       | 264       | 106       | 64        | 100       | 46        | 31        | 7            | 16        | 12        | 2         | 25        | 32        | 20        | 9         | 228                 | 161       | 137       | 168       |
| 7. Destination Error Rate (%)                            | 18.72      | 10.56     | 4.74      | 1.90      | 5.53      | 6.93      | 3.72      | 3.85      | 1.74         | 4.69      | 2.63      | 0.40      | 1.06      | 2.62      | 2.84      | 0.89      | 34.55               | 32.86     | 21.17     | 17.52     |

## 2019 HDX Competition Report

### Submission and Count Dates for MI-501 - Detroit CoC

#### Date of PIT Count

|                                   | Date      | Received HUD Waiver |
|-----------------------------------|-----------|---------------------|
| Date CoC Conducted 2019 PIT Count | 1/30/2019 |                     |

#### 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 | 5/17/2019    | Yes          |

**ATTACHMENT B**  
**FY 2019-20 ANNUAL PHA PLAN FOR HCV ONLY PHAs**  
**MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY**  
**(MSHDA) (MI-901)**

**B. Annual Plan**

**B.1 Revision of PHA Plan Elements:**

Statement of Housing Needs and Strategy for Addressing Housing Needs

MSHDA is dedicated to serving the needs of the homeless and very-low and extremely low income Michigan residents. This is demonstrated in its administration of the Housing Choice Voucher Program via the following:

- designating a homeless preference for county HCV waiting lists.
- designating a disabled preference for county HCV waiting lists.
- commitment to the Michigan Campaign to End Homelessness.
- working with partner agencies serving the elderly, families with disabilities, households of various races and ethnic groups.
- working with Continuum of Care groups across the State of Michigan.
- policy of exceeding federal income targeting requirements by establishing that 80% of new admissions must be extremely low-income families and up to 20% of new admissions must be very low-income families.
- administration of the HCV VASH Program at four VA medical facility sites across the State of Michigan (presently Battle Creek, Detroit, Saginaw, and Iron Mountain).
- administration of Mainstream 1 (now called Non-Elderly Disabled or NED) and Mainstream 5 (MS5) vouchers.
- administration of MSHDA's pilot program, Affordable Assisted Housing Program (AAHP), in Macomb and Oakland Counties; which combines an HCV with the Michigan Medicaid Waiver to provide housing as an alternative to nursing home care.
- expansion of the 2014-2015 Moving-Up Pilot that partners with the Michigan Department of Community Health (MDCH) and provides a resource for previously homeless populations utilizing Permanent Supportive Housing; MSHDA commits 710 of its HCV vouchers to this pilot program.
- leveraging 100 HCVs with the Section 811 Project Rental Assistance Program.
- creation of a State Innovation Model (SIM) Pilot Program that partners with the Michigan Department of Health and Human Services (MDHHS) to provide housing and supportive services to citizens that have very high utilization levels of emergency departments and emergency services that are also experiencing homelessness. MSHDA has committed up to 200 vouchers for this pilot program.
- administration of more than 3,000 Project-Based Vouchers across the state.
- offering a PBV waiting list preference in designated PBV properties for individuals and/or families meeting the definition of Chronic Homeless, United States Veteran and Homeless Frequent Emergency Department Users with Care Need.
- implementing a recertification of homelessness at the time of PBV waiting list draw, to ensure the applicant still meets the definition of homelessness.
- administering more than 1,200 vouchers at 22 RAD Projects across the state which converts tenant-based RAP and Rent Supplement Assistance to tenants in HUD 236 properties to Project-Based Vouchers.
- continuation of outreach efforts to find affordable and good quality units for its voucher holders.
- identification of when to open and close county waiting lists as needed across the state to maintain up-to-date lists.
- implementing biennial HQS inspections for HCV housing units.
- administration of an initiative with the Michigan Department of Corrections (MDOC) to enhance housing opportunities for persons exiting correctional facilities. MSHDA has allocated up to 200 HCVs for returning citizens that need long-term rental assistance.
- administration of the Mainstream Voucher Program in collaboration with the MDHHS. The program will provide voucher assistance to non-elderly and disabled households and partnering agencies will

provide support services based on the individual's needs and MDHHS affiliated program. MSHDA was awarded 99 vouchers from HUD for this program.

- administration of the Family Unification Program (FUP) in collaboration with the MDHHS. The program will provide voucher assistance to FUP-eligible families and FUP-eligible youth experiencing housing barriers. MSHDA was awarded 81 vouchers from HUD for this program.

Deconcentration and Other policies that Govern Eligibility, Selection and Admissions

MSHDA promotes deconcentration of poverty and promotes income mixing in all areas by educating applicants at the time of their briefing on these issues.

Waiting lists exist for all 83 Michigan counties and are opened or closed as necessary. Applications are taken electronically. As of January 2, 2019, there are 37,215 applicants on the waiting list; 32,907 are extremely low income; 3,104 are very low income; and 1,204 are low income. Families with children make up 39% of waiting list applicants; 8% are elderly and 16% are disabled.

MSHDA has a homeless preference and applications are taken from homeless families and added to the homeless preference waiting list when certified.

A disability preference is given for those applicants where the head of household, co-head or spouse are disabled. Verification of disability is obtained upon selection from the waiting list.

A county residency preference is given for those applicants who either live or work in the county and can prove residency through a verified current address or verification from an employer.

A Michigan residency preference is given for those applicants who either live or work in the state of Michigan and can prove residency through a verified current address or verification from an employer.

PBV applicants must apply through the Lead Agency/HARA or property management staff. Referrals are sent directly to the MSHDA contracted Housing Agent for placement on the PBV Waiting List.

Financial Resources

| <b>Financial Resources:<br/>Planned Sources and Uses</b>                  |                      |                             |
|---------------------------------------------------------------------------|----------------------|-----------------------------|
| <b>Sources</b>                                                            | <b>Planned \$</b>    | <b>Planned Uses</b>         |
| <b>1. Federal Grants (FY 2019 grants)</b>                                 |                      |                             |
| a) Public Housing Operating Fund                                          | Not applicable       |                             |
| b) Public Housing Capital Fund                                            | Not applicable       |                             |
| c) Annual Contributions for Section 8 Tenant-Based Assistance             | \$190,598,141        | Section 8 Eligible expenses |
| d) Community Development Block Grant (CDBG)                               | Not applicable       |                             |
| e) HOME                                                                   | Not applicable       |                             |
| Other Federal Grants (list below)                                         |                      |                             |
| FSS Program                                                               | \$ 971,313           | FSS Program                 |
| Sec 811 Program                                                           | \$ 5,516,950         | Sec 811 PRA Program         |
| <b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b> | None                 |                             |
|                                                                           |                      |                             |
| <b>3. Public Housing Dwelling Rental Income</b>                           | Not applicable       |                             |
|                                                                           |                      |                             |
| <b>4. Other income (list below)</b>                                       | None                 |                             |
|                                                                           |                      |                             |
| <b>5. Non-federal sources (list below)</b>                                | None                 |                             |
|                                                                           |                      |                             |
| <b>Total resources</b>                                                    | <b>\$197,086,404</b> |                             |

#### Rent Determination:

MSHDA will continue to have a \$50 Minimum Total Tenant Payment (TTP). If the MSHDA HCV budget is significantly increased, the minimum TTP amount may be adjusted downward.

Payment standards will be maintained at 110% of Fair Market Rent (FMR). MSHDA will conduct an annual review to determine payment standard levels and if necessary, may request an exception payment standard of between 111-120% of FMR for one or more counties if appropriate.

#### Homeownership:

MSHDA will continue administering its Section 8 Homeownership Program entitled the *Key to Own* Homeownership Program which has been operating since March 2004. The MSHDA *Key to Own* Homeownership Program has no set limits on the maximum number of participants. Currently, MSHDA has over 1,000 participants in the *Key to Own* Homeownership Program who are working on program requirements; i.e. credit scores, finding employment, debt reduction, etc. Since the program's inception, 497 MSHDA HCV participants have become homeowners.

#### Substantial Deviation:

MSHDA defines a substantial deviation from the 5-Year Plan to be a change in its policy, activity or program that redirects MSHDA's mission, goals, or objectives; and/or the addition of new policies, activities or programs not included in the current PHA Plan.

#### Significant Amendment:

The addition of new policies, activities or programs not included in the current PHA Plan may qualify as a Significant Amendment.

#### Safety and Crime Prevention:

The MSHDA Office of Rental Assistance and Homeless Solutions (RAHS) is committed to the implementation of the VAWA of 2013. MSHDA will continue to undertake actions to meet this requirement in the administration of the Housing Choice Voucher (HCV) Program.

MSHDA's contracted Housing Agents participate in local Continuum of Care meetings and use those contacts and others known to them through the Family Self-Sufficiency Program to assist survivors of domestic violence (including dating violence, sexual assault, or stalking) and their children when cases are made known to them.

Many of the agencies participating in the Continuum of Care groups provide temporary housing/shelter to survivors of domestic violence and their children. MSHDA staff and Housing Agents work with the partnering Continuum of Care service agencies and partnering Housing Assessment and Resource Agencies (HARAs) to find resources for domestic violence survivors, and children and adult victims of dating violence, sexual assault, or stalking to make sure the family is able to maintain their housing assistance.

MSHDA provides the Notice of Occupancy Rights under VAWA (HUD 5380) and the Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (HUD 5382) when a family is denied admission to the program, when a family is admitted to the program and when the family is terminated from the program. In addition, MSHDA has created an Emergency Move Plan for HCV and PBV participants and provides the Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking (HUD 5383) upon request.

**Annual PHA Plan**  
*(Standard PHAs and Troubled PHAs)*

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB No. 2577-0226  
Expires: 02/29/2016

**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low-income, very low-income, and extremely low-income families.

**Applicability.** Form HUD-50075-ST is to be completed annually by **STANDARD PHAs**. **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.

| <b>A. PHA Information.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |          |                             |                                 |                              |     |                    |          |                             |                                 |                              |  |    |     |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-----------------------------|---------------------------------|------------------------------|-----|--------------------|----------|-----------------------------|---------------------------------|------------------------------|--|----|-----|-----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| <p>A.1 PHA Name: <u>Detroit Housing Commission</u> PHA Code: <u>MI001</u><br/>         PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA<br/>         PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/01/2019</u><br/>         PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)<br/>         Number of Public Housing (PH) Units <u>3340</u> Number of Housing Choice Vouchers (HCVs) <u>6228</u> Total Combined Units/Vouchers <u>9568</u><br/>         PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> |          |                             |                                 |                              |     | Participating PHAs | PHA Code | Program(s) in the Consortia | Program(s) not in the Consortia | No. of Units in Each Program |  | PH | HCV | Lead PHA: |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Participating PHAs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | PHA Code | Program(s) in the Consortia | Program(s) not in the Consortia | No. of Units in Each Program |     |                    |          |                             |                                 |                              |  |    |     |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Lead PHA:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |          |                             |                                 |                              |     |                    |          |                             |                                 |                              |  |    |     |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| <b>B. Annual Plan Elements</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |          |                             |                                 |                              |     |                    |          |                             |                                 |                              |  |    |     |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |



B.1

**Revision of PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

- |                                     |                                     |                                                                                         |
|-------------------------------------|-------------------------------------|-----------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Statement of Housing Needs and Strategy for Addressing Housing Needs                    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | De-concentration and Other Policies that Govern Eligibility, Selection, and Admissions. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Financial Resources.                                                                    |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Rent Determination.                                                                     |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Operation and Management.                                                               |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Grievance Procedures.                                                                   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Homeownership Programs.                                                                 |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Community Service and Self-Sufficiency Programs.                                        |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Safety and Crime Prevention.                                                            |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Pet Policy.                                                                             |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Asset Management.                                                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Substantial Deviation.                                                                  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Significant Amendment/Modification                                                      |

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):

## **B.1 Substantial Deviation**

### **Asset Management**

#### **a. Local Preference Related to Families Displaced by Federally Declared Disaster**

A local preference is available for families displaced by a federally declared disaster occurring after July 1, 2005. ~~In administering this preference, displaced families from other public housing authorities, whether the family is a displaced public housing or voucher participant, shall have preference over displaced families who are not public housing or voucher participants.~~ The preference does not guarantee eligibility for admission to the public housing program for displaced families that are not from another public housing authority. This preference takes priority over all other local DHC preferences. An applicant which certifies to this preference may apply for placement on any DHC site-based wait list. The waitlists will remain open for this preference.

#### **b. Local Preference Related to Disabled Families**

A local preference is available for families in which the head of household, spouse, or sole member is a person with a disability. The preference does not guarantee eligibility for admission to the public housing program. All families assisted under this preference must provide verification of disabled status, or be referred to DHC by an agency, organization or consortia, that provides services to the disabled, with which DHC has a formal agreement. These agreements must be signed by DHC's Executive Director. The terms and conditions of the agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency. DHC will not accept referrals from an agency, organization or consortia that deny its services to members of any federally protected class under fair housing laws. **The waitlists will remain open for this preference.**

#### **c. Local Preference Related to VAWA Victims**

A local preference is available for families that include victims of domestic violence, dating violence, sexual assault or stalking. The preference does not guarantee eligibility for admission to the public housing program. All families assisted under this preference must 1) apply with and be referred to DHC by an organization with which DHC has a formal partnering agreement, or 2) be referred by DHC's Director of Resident Services. All families must provide documentation of VAWA victim status. During the application process the applicant must certify that the abuser will not reside with the applicant without DHC's prior, written approval. DHC will only accept referrals from an agency, organization or consortia with which DHC has a formal agreement. These agreements must be signed by DHC's Executive Director. The terms and conditions of the agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency. DHC will not accept referrals from an agency, organization or consortia that deny its services to members of any federally protected class under fair housing laws. An applicant eligible for this preference may apply for placement on DHC's centralized waitlist. The centralized waitlist will remain open for this preference. This preference shall have equal weight to other applicants with preferences on DHC's centralized waiting list. DHC will provide housing assistance for up to fifteen (15) new admissions per year to eligible families under this preference.

#### **d. Local Preference Related to Homeless Families**

DHC will provide housing assistance with up to thirty-six (36) new admissions per year to homeless families who are referred for assistance through formal agreements with partnering organizations. All applicants assisted in this category must apply with and be referred to DHC by a recognized homeless program provider or administrator including but not limited to, the City of Detroit, the Homeless Action Network of Detroit ("HAND"), Central City Integrated Health, or other organizations addressing homelessness. Each agreement will be established based on the population to be served and the terms and conditions presented to and agreed upon by the Executive Director. DHC has the right to limit the number of partner organizations to insure administrative efficiency. DHC will not accept referrals from an

agency, organization or consortia that denies its services to members of any Federally protected class under fair housing laws.

An applicant eligible for this preference may apply for placement on DHC's centralized waitlist. This preference shall have equal weight to other applicants with preferences on DHC's centralized waiting list. The waitlist will remain open for this preference.

**DHC's Housing Choice Voucher Program** is establishing local preferences to support the following housing needs:

DHC is permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits DHC to establish other local preferences, at its discretion. Any local preferences established must be consistent with DHC's Admin Plan and the consolidated plan, and must be based on local housing needs and priorities.

#### Verification of Preference

**All preferences will be verified. For example, the preference associated with insufficient funding will be validated through DHC's termination records and notices. Persons claiming displacement by natural disaster will have to provide acceptable government documentation such as FEMA status.**

DHC will select families from the tenant-based waiting list based on the following preferences using a point system:

- Families terminated from DHC's HCV program due to insufficient funding 50 Points
- Families displaced by a natural disaster or government action 30 Points

#### Local Preference Related to Displacement by DHC

A local preference is available for families that are displaced from a DHC-owned public housing unit as a result of a failure of a building system, fire, flooding, environmental or other failure beyond DHC's control and DHC has no suitable DHC-owned replacement public housing unit available.

DHC will provide up to 50 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

Families must be referred, in writing, by DHC's Executive Director. A family will not be referred if alternate public housing accommodations have been offered and refused by the family.

There will be a separate waitlist for this preference. The waitlist will never close.

#### Local Preference Related to VAWA Victims

A local preference is available for families that include victims of domestic violence, dating violence, sexual assault or stalking.

DHC will provide up to 25 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

All families assisted under this preference must 1) apply with and be referred to DHC by an organization with which DHC has a formal partnering agreement, or 2) be seeking an emergency transfer under DHC's public housing program's VAWA Emergency Transfer Plan and the public housing program or other covered housing programs operated by DHC cannot accommodate the transfer, or 3) be referred by DHC's Director of Resident Services. All families must provide documentation of VAWA victim status. During the application process the applicant must certify that the abuser will not reside with the applicant without DHC's prior, written approval.

DHC will only accept referrals from an agency, organization or consortia with which DHC has a formal agreement. The terms and conditions of the agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency.

DHC will not accept referrals from an agency, organization or consortia that denies its services to members of any Federally protected class under fair-housing laws.

There will be a separate waitlist for this preference. The waitlist will never close.

#### **Local Preference Related to Victims of Human Trafficking**

A local preference is available for families that include victims of human trafficking which is the action or practice of illegally transporting people typically for the purposes of forced labor or commercial sexual exploitation.

DHC will provide up to 10 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

All families assisted under this preference must

apply with and be referred to DHC by an organization with which DHC has a formal partnering agreement. All families must provide documentation of Human Trafficking victim status.

DHC will only accept referrals from an agency, organization or consortia with which DHC has a formal agreement. The terms and conditions of the agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency.

DHC will not accept referrals from an agency, organization or consortia that denies its services to members of any Federally protected class under fair housing laws.

There will be a separate waitlist for this preference. The waitlist will never close.

#### **Local Preference Related to Displaced Families with a Child(ren) Six or Younger With Elevated Blood Lead Levels**

A local preference is available for families with a child(ren) six or younger who has elevated blood lead levels of 5 micrograms of lead per deciliter of blood as verified by the local Health Department where the families have been displaced from their permanent housing. The families must reside in DHC's HCVP jurisdiction which consists of Wayne, Oakland, Macomb, Lapeer and St. Clair counties. The families must have been displaced due to lead exposure and the owner of the housing's inability to control the lead-based paint hazards.

DHC will provide up to 10 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

All families must apply with and be referred to DHC by the local Health Department or through the HUD-mandated Healthy Homes Program with which DHC has a formal agreement. The terms and conditions of the agreements will be based upon the population to be served.

DHC will not accept referrals from an agency, organization or consortia that denies its services to members of any Federally protected class under fair housing laws.

There will be a separate waitlist for this preference. The waitlist will never close.

#### **Local Preference Related to Homelessness and Transitioning from Permanent Supportive Housing**

A local preference is available for families that participate in a homeless program or that are transitioning from permanent supportive housing.

DHC will provide up to 225 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

All families assisted under this preference must apply with and be referred to DHC by an agency, organization or consortia, that provides services to the homeless, with which DHC has a formal agreement. These agreements must be signed by DHC's Executive Director. The terms and conditions of the agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency.

DHC will not accept referrals from an agency, organization or consortia that denies its services to members of any Federally protected class under fair housing laws.

There will be a separate waitlist for this preference. The waitlist will never close.

#### **Local Preference Related to VASH Voucher Holders Transitioning from Permanent Supportive Housing**

A local preference is available for families that have received assistance under the Veterans Administration Supportive Housing Program ("VASH") who no longer require permanent supportive housing as mutually agreed upon by the adult family members and MSHDA and the area VA Medical Center. The transition from permanent supportive housing requires the family to have participated in the VASH Program for the last five years.

DHC will provide up to 25 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

All families assisted under this preference must apply with an agency, organization or consortia with which DHC has a formal agreement. These agreements must be signed by DHC's Executive Director. Families must be referred to MSHDA and the area VA Medical Center by the DHC partner agency, organization or consortia. MSHDA and the area VA Medical Center must jointly approve and refer the family to DHC. DHC will enter formal agreements with MSHDA and the area VA Medical Center. These agreements must be signed by DHC's Executive Director. All terms and conditions of all agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency.

DHC will not accept referrals from an agency, organization or consortia that denies its services to members of any Federally protected class under fair housing laws.

There will be a separate waitlist for this preference. The waitlist will never close.

## PRIORITY OF PREFERENCES

DHC will administer the local preferences based upon the following priority listing:

1. Displaced by DHC
2. Lead-Based Paint Displacement
3. VAWA
4. Victims of Human Trafficking
5. Homeless
6. Transitioning from VASH

Each of these local referral preferences has its own waiting list. In light of the uniqueness of each local preference an applicant should only be on a single local preference waitlist. An applicant, however, can be on a local preference waitlist and on the traditional HCVP tenant-based waitlist.

Annually, DHC will select persons from the local preferences waitlists, based upon funding availability, after it has selected 200 names from the traditional HCVP tenant-based wait list. The exception to pre-selection of 200 names from the traditional HCVP tenant based wait list will be based on individual emergency housing needs as determined by the Executive Director or designee. The selection of applicants will be in the order of date and time. For applicants on a preference waitlist that requires a referral, selection of applicants will be in the order of date and time based upon receipt of the completed referral.

### B.1 Significant Amendment / Modification

The Agency Plan is a living document, which shall serve to guide DHC operations and resource management. In the event that circumstances or priorities necessitate actions, which would represent a substantial departure from the goals, objectives, timetables or policies as set forth in the plan, the DHC will invite resident review and input prior to taking actions that would implement such substantial changes.

Development of subsequent Annual Plans shall be a vehicle through which updates and minor or routine modifications to the Agency Plan are made. On an annual basis the DHC will review its progress toward the achievement of its goals and objectives and the existing policies and procedures, adequately address the needs of its constituents, stakeholders and the agency. To the extent that those needs are not met by the elements of the existing Agency Plan, the subsequent Annual Plan shall be written to reflect changes to goals, objectives, policies and procedures to address those needs.

In the event that the elements of the subsequent annual plan represent a significant departure from those of the existing Agency Plan, a Significant Amendment or Modification to the Agency Plan will be undertaken. Under these circumstances, a full and participatory planning process will be used to obtain resident and stakeholder input. A draft of the substantially modified Agency Plan will be subject to the public review, comment, and hearing process.

**DHC's definition of Significant Amendment will include the following revisions under**

Please See subsection B.1

- Homeownership Program
- Substantial Amendment/Modification

**ATTACHMENT B**  
**FY 2019-20 ANNUAL PHA PLAN FOR HCV ONLY PHAs**  
**MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY**  
**(MSHDA) (MI-901)**

**B. Annual Plan**

**B.1 Revision of PHA Plan Elements:**

Statement of Housing Needs and Strategy for Addressing Housing Needs

MSHDA is dedicated to serving the needs of the homeless and very-low and extremely low income Michigan residents. This is demonstrated in its administration of the Housing Choice Voucher Program via the following:

- designating a homeless preference for county HCV waiting lists.
- designating a disabled preference for county HCV waiting lists.
- commitment to the Michigan Campaign to End Homelessness.
- working with partner agencies serving the elderly, families with disabilities, households of various races and ethnic groups.
- working with Continuum of Care groups across the State of Michigan.
- policy of exceeding federal income targeting requirements by establishing that 80% of new admissions must be extremely low-income families and up to 20% of new admissions must be very low-income families.
- administration of the HCV VASH Program at four VA medical facility sites across the State of Michigan (presently Battle Creek, Detroit, Saginaw, and Iron Mountain).
- administration of Mainstream 1 (now called Non-Elderly Disabled or NED) and Mainstream 5 (MS5) vouchers.
- administration of MSHDA's pilot program, Affordable Assisted Housing Program (AAHP), in Macomb and Oakland Counties; which combines an HCV with the Michigan Medicaid Waiver to provide housing as an alternative to nursing home care.
- expansion of the 2014-2015 Moving-Up Pilot that partners with the Michigan Department of Community Health (MDCH) and provides a resource for previously homeless populations utilizing Permanent Supportive Housing; MSHDA commits 710 of its HCV vouchers to this pilot program.
- leveraging 100 HCVs with the Section 811 Project Rental Assistance Program.
- creation of a State Innovation Model (SIM) Pilot Program that partners with the Michigan Department of Health and Human Services (MDHHS) to provide housing and supportive services to citizens that have very high utilization levels of emergency departments and emergency services that are also experiencing homelessness. MSHDA has committed up to 200 vouchers for this pilot program.
- administration of more than 3,000 Project-Based Vouchers across the state.
- offering a PBV waiting list preference in designated PBV properties for individuals and/or families meeting the definition of Chronic Homeless, United States Veteran and Homeless Frequent Emergency Department Users with Care Need.
- implementing a recertification of homelessness at the time of PBV waiting list draw, to ensure the applicant still meets the definition of homelessness.
- administering more than 1,200 vouchers at 22 RAD Projects across the state which converts tenant-based RAP and Rent Supplement Assistance to tenants in HUD 236 properties to Project-Based Vouchers.
- continuation of outreach efforts to find affordable and good quality units for its voucher holders.
- identification of when to open and close county waiting lists as needed across the state to maintain up-to-date lists.
- implementing biennial HQS inspections for HCV housing units.
- administration of an initiative with the Michigan Department of Corrections (MDOC) to enhance housing opportunities for persons exiting correctional facilities. MSHDA has allocated up to 200 HCVs for returning citizens that need long-term rental assistance.
- administration of the Mainstream Voucher Program in collaboration with the MDHHS. The program will provide voucher assistance to non-elderly and disabled households and partnering agencies will

provide support services based on the individual's needs and MDHHS affiliated program. MSHDA was awarded 99 vouchers from HUD for this program.

- administration of the Family Unification Program (FUP) in collaboration with the MDHHS. The program will provide voucher assistance to FUP-eligible families and FUP-eligible youth experiencing housing barriers. MSHDA was awarded 81 vouchers from HUD for this program.

Deconcentration and Other policies that Govern Eligibility, Selection and Admissions

MSHDA promotes deconcentration of poverty and promotes income mixing in all areas by educating applicants at the time of their briefing on these issues.

Waiting lists exist for all 83 Michigan counties and are opened or closed as necessary. Applications are taken electronically. As of January 2, 2019, there are 37,215 applicants on the waiting list; 32,907 are extremely low income; 3,104 are very low income; and 1,204 are low income. Families with children make up 39% of waiting list applicants; 8% are elderly and 16% are disabled.

MSHDA has a homeless preference and applications are taken from homeless families and added to the homeless preference waiting list when certified.

A disability preference is given for those applicants where the head of household, co-head or spouse are disabled. Verification of disability is obtained upon selection from the waiting list.

A county residency preference is given for those applicants who either live or work in the county and can prove residency through a verified current address or verification from an employer.

A Michigan residency preference is given for those applicants who either live or work in the state of Michigan and can prove residency through a verified current address or verification from an employer.

PBV applicants must apply through the Lead Agency/HARA or property management staff. Referrals are sent directly to the MSHDA contracted Housing Agent for placement on the PBV Waiting List.

Financial Resources

| <b>Financial Resources:<br/>Planned Sources and Uses</b>                  |                      |                             |
|---------------------------------------------------------------------------|----------------------|-----------------------------|
| <b>Sources</b>                                                            | <b>Planned \$</b>    | <b>Planned Uses</b>         |
| <b>1. Federal Grants (FY 2019 grants)</b>                                 |                      |                             |
| a) Public Housing Operating Fund                                          | Not applicable       |                             |
| b) Public Housing Capital Fund                                            | Not applicable       |                             |
| c) Annual Contributions for Section 8 Tenant-Based Assistance             | \$190,598,141        | Section 8 Eligible expenses |
| d) Community Development Block Grant (CDBG)                               | Not applicable       |                             |
| e) HOME                                                                   | Not applicable       |                             |
| Other Federal Grants (list below)                                         |                      |                             |
| FSS Program                                                               | \$ 971,313           | FSS Program                 |
| Sec 811 Program                                                           | \$ 5,516,950         | Sec 811 PRA Program         |
| <b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b> | None                 |                             |
|                                                                           |                      |                             |
| <b>3. Public Housing Dwelling Rental Income</b>                           | Not applicable       |                             |
|                                                                           |                      |                             |
| <b>4. Other income (list below)</b>                                       | None                 |                             |
|                                                                           |                      |                             |
| <b>5. Non-federal sources (list below)</b>                                | None                 |                             |
|                                                                           |                      |                             |
| <b>Total resources</b>                                                    | <b>\$197,086,404</b> |                             |



#### Rent Determination:

MSHDA will continue to have a \$50 Minimum Total Tenant Payment (TTP). If the MSHDA HCV budget is significantly increased, the minimum TTP amount may be adjusted downward.

Payment standards will be maintained at 110% of Fair Market Rent (FMR). MSHDA will conduct an annual review to determine payment standard levels and if necessary, may request an exception payment standard of between 111-120% of FMR for one or more counties if appropriate.

#### Homeownership:

MSHDA will continue administering its Section 8 Homeownership Program entitled the *Key to Own* Homeownership Program which has been operating since March 2004. The MSHDA *Key to Own* Homeownership Program has no set limits on the maximum number of participants. Currently, MSHDA has over 1,000 participants in the *Key to Own* Homeownership Program who are working on program requirements; i.e. credit scores, finding employment, debt reduction, etc. Since the program's inception, 497 MSHDA HCV participants have become homeowners.

#### Substantial Deviation:

MSHDA defines a substantial deviation from the 5-Year Plan to be a change in its policy, activity or program that redirects MSHDA's mission, goals, or objectives; and/or the addition of new policies, activities or programs not included in the current PHA Plan.

#### Significant Amendment:

The addition of new policies, activities or programs not included in the current PHA Plan may qualify as a Significant Amendment.

#### Safety and Crime Prevention:

The MSHDA Office of Rental Assistance and Homeless Solutions (RAHS) is committed to the implementation of the VAWA of 2013. MSHDA will continue to undertake actions to meet this requirement in the administration of the Housing Choice Voucher (HCV) Program.

MSHDA's contracted Housing Agents participate in local Continuum of Care meetings and use those contacts and others known to them through the Family Self-Sufficiency Program to assist survivors of domestic violence (including dating violence, sexual assault, or stalking) and their children when cases are made known to them.

Many of the agencies participating in the Continuum of Care groups provide temporary housing/shelter to survivors of domestic violence and their children. MSHDA staff and Housing Agents work with the partnering Continuum of Care service agencies and partnering Housing Assessment and Resource Agencies (HARAs) to find resources for domestic violence survivors, and children and adult victims of dating violence, sexual assault, or stalking to make sure the family is able to maintain their housing assistance.

MSHDA provides the Notice of Occupancy Rights under VAWA (HUD 5380) and the Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (HUD 5382) when a family is denied admission to the program, when a family is admitted to the program and when the family is terminated from the program. In addition, MSHDA has created an Emergency Move Plan for HCV and PBV participants and provides the Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking (HUD 5383) upon request.

|                                                                    |                                                                                         |                                          |
|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------|
| <b>Annual PHA Plan</b><br><i>(Standard PHAs and Troubled PHAs)</i> | U.S. Department of Housing and Urban Development<br>Office of Public and Indian Housing | OMB No. 2577-0226<br>Expires: 02/29/2016 |
|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------|

**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** Form HUD-50075-ST is to be completed annually by **STANDARD PHAs**. *Standard PHA* - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAs or SEMAP assessments.

|                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |                             |                                 |                              |     |
|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-----------------------------|---------------------------------|------------------------------|-----|
| <b>A.</b>                                                                                                   | <b>PHA Information.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |          |                             |                                 |                              |     |
| A.1                                                                                                         | PHA Name: <u>Detroit Housing Commission</u> PHA Code: <u>MI001</u><br>PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA<br>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/01/2019</u><br>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)<br>Number of Public Housing (PH) Units <u>3340</u> Number of Housing Choice Vouchers (HCVs) <u>6228</u> Total Combined Units/Vouchers <u>9568</u><br>PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission |          |                             |                                 |                              |     |
| <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |                             |                                 |                              |     |
| Participating PHAs                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | PHA Code | Program(s) in the Consortia | Program(s) not in the Consortia | No. of Units in Each Program |     |
| Lead PHA:                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |                             |                                 | PH                           | HCV |
|                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |                             |                                 |                              |     |
|                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |                             |                                 |                              |     |
|                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |                             |                                 |                              |     |
|                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |                             |                                 |                              |     |
| <b>B.</b>                                                                                                   | <b>Annual Plan Elements</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |          |                             |                                 |                              |     |

**B.1**

**Revision of PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

- |                                     |                                     |                                                                                         |
|-------------------------------------|-------------------------------------|-----------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Statement of Housing Needs and Strategy for Addressing Housing Needs                    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | De-concentration and Other Policies that Govern Eligibility, Selection, and Admissions. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Financial Resources.                                                                    |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Rent Determination.                                                                     |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Operation and Management.                                                               |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Grievance Procedures.                                                                   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Homeownership Programs.                                                                 |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Community Service and Self-Sufficiency Programs.                                        |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Safety and Crime Prevention.                                                            |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Pet Policy.                                                                             |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Asset Management.                                                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Substantial Deviation.                                                                  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Significant Amendment/Modification                                                      |

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):

## **B.1 Substantial Deviation**

### **Asset Management**

#### **a. Local Preference Related to Families Displaced by Federally Declared Disaster**

A local preference is available for families displaced by a federally declared disaster occurring after July 1, 2005. In administering this preference, displaced families from other public housing authorities, whether the family is a displaced public housing or voucher participant, shall have preference over displaced families who are not public housing or voucher participants. The preference does not guarantee eligibility for admission to the public housing program for displaced families that are not from another public housing authority. This preference takes priority over all other local DHC preferences. An applicant which certifies to this preference may apply for placement on any DHC site-based wait list. The waitlists will remain open for this preference.

#### **b. Local Preference Related to Disabled Families**

A local preference is available for families in which the head of household, spouse, or sole member is a person with a disability. The preference does not guarantee eligibility for admission to the public housing program. All families assisted under this preference must provide verification of disabled status, or be referred to DHC by an agency, organization or consortia, that provides services to the disabled, with which DHC has a formal agreement. These agreements must be signed by DHC's Executive Director. The terms and conditions of the agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency. DHC will not accept referrals from an agency, organization or consortia that deny its services to members of any federally protected class under fair housing laws. **The waitlists will remain open for this preference.**

#### **c. Local Preference Related to VAWA Victims**

A local preference is available for families that include victims of domestic violence, dating violence, sexual assault or stalking. The preference does not guarantee eligibility for admission to the public housing program. All families assisted under this preference must 1) apply with and be referred to DHC by an organization with which DHC has a formal partnering agreement, or 2) be referred by DHC's Director of Resident Services. All families must provide documentation of VAWA victim status. During the application process the applicant must certify that the abuser will not reside with the applicant without DHC's prior, written approval. DHC will only accept referrals from an agency, organization or consortia with which DHC has a formal agreement. These agreements must be signed by DHC's Executive Director. The terms and conditions of the agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency. DHC will not accept referrals from an agency, organization or consortia that deny its services to members of any federally protected class under fair housing laws. An applicant eligible for this preference may apply for placement on DHC's centralized waitlist. The centralized waitlist will remain open for this preference. This preference shall have equal weight to other applicants with preferences on DHC's centralized waiting list. DHC will provide housing assistance for up to fifteen (15) new admissions per year to eligible families under this preference.

#### **d. Local Preference Related to Homeless Families**

DHC will provide housing assistance with up to thirty-six (36) new admissions per year to homeless families who are referred for assistance through formal agreements with partnering organizations. All applicants assisted in this category must apply with and be referred to DHC by a recognized homeless program provider or administrator including but not limited to, the City of Detroit, the Homeless Action Network of Detroit ("HAND"), Central City Integrated Health, or other organizations addressing homelessness. Each agreement will be established based on the population to be served and the terms and conditions presented to and agreed upon by the Executive Director. DHC has the right to limit the number of partner organizations to insure administrative efficiency. DHC will not accept referrals from an

agency, organization or consortia that denies its services to members of any Federally protected class under fair housing laws.

An applicant eligible for this preference may apply for placement on DHC's centralized waitlist. This preference shall have equal weight to other applicants with preferences on DHC's centralized waiting list. The waitlist will remain open for this preference.

**DHC's Housing Choice Voucher Program** is establishing local preferences to support the following housing needs:

DHC is permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits DHC to establish other local preferences, at its discretion. Any local preferences established must be consistent with DHC's Admin Plan and the consolidated plan, and must be based on local housing needs and priorities.

#### Verification of Preference

**All preferences will be verified. For example, the preference associated with insufficient funding will be validated through DHC's termination records and notices. Persons claiming displacement by natural disaster will have to provide acceptable government documentation such as FEMA status.**

DHC will select families from the tenant-based waiting list based on the following preferences using a point system:

- Families terminated from DHC's HCV program due to insufficient funding 50 Points
- Families displaced by a natural disaster or government action 30 Points

#### Local Preference Related to Displacement by DHC

A local preference is available for families that are displaced from a DHC-owned public housing unit as a result of a failure of a building system, fire, flooding, environmental or other failure beyond DHC's control and DHC has no suitable DHC-owned replacement public housing unit available.

DHC will provide up to 50 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

Families must be referred, in writing, by DHC's Executive Director. A family will not be referred if alternate public housing accommodations have been offered and refused by the family.

There will be a separate waitlist for this preference. The waitlist will never close.

#### Local Preference Related to VAWA Victims

A local preference is available for families that include victims of domestic violence, dating violence, sexual assault or stalking.

DHC will provide up to 25 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

All families assisted under this preference must 1) apply with and be referred to DHC by an organization with which DHC has a formal partnering agreement, or 2) be seeking an emergency transfer under DHC's public housing program's VAWA Emergency Transfer Plan and the public housing program or other covered housing programs operated by DHC cannot accommodate the transfer, or 3) be referred by DHC's Director of Resident Services. All families must provide documentation of VAWA victim status. During the application process the applicant must certify that the abuser will not reside with the applicant without DHC's prior, written approval.

DHC will only accept referrals from an agency, organization or consortia with which DHC has a formal agreement. The terms and conditions of the agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency.

DHC will not accept referrals from an agency, organization or consortia that denies its services to members of any Federally protected class under fair-housing laws.

There will be a separate waitlist for this preference. The waitlist will never close.

#### **Local Preference Related to Victims of Human Trafficking**

A local preference is available for families that include victims of human trafficking which is the action or practice of illegally transporting people typically for the purposes of forced labor or commercial sexual exploitation.

DHC will provide up to 10 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

All families assisted under this preference must

apply with and be referred to DHC by an organization with which DHC has a formal partnering agreement. All families must provide documentation of Human Trafficking victim status.

DHC will only accept referrals from an agency, organization or consortia with which DHC has a formal agreement. The terms and conditions of the agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency.

DHC will not accept referrals from an agency, organization or consortia that denies its services to members of any Federally protected class under fair housing laws.

There will be a separate waitlist for this preference. The waitlist will never close.

#### **Local Preference Related to Displaced Families with a Child(ren) Six or Younger With Elevated Blood Lead Levels**

A local preference is available for families with a child(ren) six or younger who has elevated blood lead levels of 5 micrograms of lead per deciliter of blood as verified by the local Health Department where the families have been displaced from their permanent housing. The families must reside in DHC's HCVP jurisdiction which consists of Wayne, Oakland, Macomb, Lapeer and St. Clair counties. The families must have been displaced due to lead exposure and the owner of the housing's inability to control the lead-based paint hazards.

DHC will provide up to 10 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

All families must apply with and be referred to DHC by the local Health Department or through the HUD-mandated Healthy Homes Program with which DHC has a formal agreement. The terms and conditions of the agreements will be based upon the population to be served.

DHC will not accept referrals from an agency, organization or consortia that denies its services to members of any Federally protected class under fair housing laws.

There will be a separate waitlist for this preference. The waitlist will never close.

#### **Local Preference Related to Homelessness and Transitioning from Permanent Supportive Housing**

A local preference is available for families that participate in a homeless program or that are transitioning from permanent supportive housing.

DHC will provide up to 225 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

All families assisted under this preference must apply with and be referred to DHC by an agency, organization or consortia, that provides services to the homeless, with which DHC has a formal agreement. These agreements must be signed by DHC's Executive Director. The terms and conditions of the agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency.

DHC will not accept referrals from an agency, organization or consortia that denies its services to members of any Federally protected class under fair housing laws.

There will be a separate waitlist for this preference. The waitlist will never close.

#### **Local Preference Related to VASH Voucher Holders Transitioning from Permanent Supportive Housing**

A local preference is available for families that have received assistance under the Veterans Administration Supportive Housing Program ("VASH") who no longer require permanent supportive housing as mutually agreed upon by the adult family members and MSHDA and the area VA Medical Center. The transition from permanent supportive housing requires the family to have participated in the VASH Program for the last five years.

DHC will provide up to 25 tenant-based vouchers per year for this preference through its HCVP. The preference does not guarantee eligibility for the HCVP.

All families assisted under this preference must apply with an agency, organization or consortia with which DHC has a formal agreement. These agreements must be signed by DHC's Executive Director. Families must be referred to MSHDA and the area VA Medical Center by the DHC partner agency, organization or consortia. MSHDA and the area VA Medical Center must jointly approve and refer the family to DHC. DHC will enter formal agreements with MSHDA and the area VA Medical Center. These agreements must be signed by DHC's Executive Director. All terms and conditions of all agreements will be based upon the population to be served. DHC has the right to limit the number of partner agencies, organizations and consortia to ensure administrative efficiency.

DHC will not accept referrals from an agency, organization or consortia that denies its services to members of any Federally protected class under fair housing laws.

There will be a separate waitlist for this preference. The waitlist will never close.

## PRIORITY OF PREFERENCES

DHC will administer the local preferences based upon the following priority listing:

1. Displaced by DHC
2. Lead-Based Paint Displacement
3. VAWA
4. Victims of Human Trafficking
5. Homeless
6. Transilioning from VASH

Each of these local referral preferences has its own waiting list. In light of the uniqueness of each local preference an applicant should only be on a single local preference waitlist. An applicant, however, can be on a local preference waitlist and on the traditional HCVP tenant-based waitlist.

Annually, DHC will select persons from the local preferences waitlists, based upon funding availability, after it has selected 200 names from the traditional HCVP tenant-based wait list. The exception to pre-selection of 200 names from the traditional HCVP tenant based wait list will be based on individual emergency housing needs as determined by the Executive Director or designee. The selection of applicants will be in the order of date and time. For applicants on a preference waitlist that requires a referral, selection of applicants will be in the order of date and time based upon receipt of the completed referral.

### B.1 Significant Amendment / Modification

The Agency Plan is a living document, which shall serve to guide DHC operations and resource management. In the event that circumstances or priorities necessitate actions, which would represent a substantial departure from the goals, objectives, timetables or policies as set forth in the plan, the DHC will invite resident review and input prior to taking actions that would implement such substantial changes.

Development of subsequent Annual Plans shall be a vehicle through which updates and minor or routine modifications to the Agency Plan are made. On an annual basis the DHC will review its progress toward the achievement of its goals and objectives and the existing policies and procedures, adequately address the needs of its constituents, stakeholders and the agency. To the extent that those needs are not met by the elements of the existing Agency Plan, the subsequent Annual Plan shall be written to reflect changes to goals, objectives, policies and procedures to address those needs.

In the event that the elements of the subsequent annual plan represent a significant departure from those of the existing Agency Plan, a Significant Amendment or Modification to the Agency Plan will be undertaken. Under these circumstances, a full and participatory planning process will be used to obtain resident and stakeholder input. A draft of the substantially modified Agency Plan will be subject to the public review, comment, and hearing process.

**DHC's definition of Significant Amendment will include the following revisions under**

Please See subsection B.1

- Homeownership Program
- Substantial Amendment/Modification



## Administration

|                                               |                               |                                                                                                       |
|-----------------------------------------------|-------------------------------|-------------------------------------------------------------------------------------------------------|
| <b>Interviewer's Name</b><br>_____            | <b>Agency</b><br>_____        | <input type="checkbox"/> Team<br><input type="checkbox"/> Staff<br><input type="checkbox"/> Volunteer |
| <b>Survey Date</b><br>DD/MM/YYYY ___/___/____ | <b>Survey Time</b><br>___:___ | <b>Survey Location</b><br>_____                                                                       |

## Opening Script

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

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

## Basic Information

|                                                                          |                          |                                                                                           |
|--------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------|
| <b>First Name</b><br>_____                                               | <b>Nickname</b><br>_____ | <b>Last Name</b><br>_____                                                                 |
| <b>In what language do you feel best able to express yourself?</b> _____ |                          |                                                                                           |
| <b>Date of Birth</b><br>DD/MM/YYYY ___/___/____                          | <b>Age</b><br>_____      | <b>Social Security Number</b><br>_____                                                    |
|                                                                          |                          | <b>Consent to participate</b><br><input type="checkbox"/> Yes <input type="checkbox"/> No |

IF THE PERSON IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.

SCORE:

## A. History of Housing and Homelessness

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

- Shelters
- Transitional Housing
- Safe Haven
- Outdoors**
- Other (specify):**

**Refused**

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1.

**SCORE:**

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

Refused

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

Refused

IF THE PERSON HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1.

**SCORE:**

## B. Risks

4. In the past six months, how many times have you...

a) Received health care at an emergency department/room? \_\_\_\_\_

Refused

b) Taken an ambulance to the hospital? \_\_\_\_\_

Refused

c) Been hospitalized as an inpatient? \_\_\_\_\_

Refused

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

Refused

e) Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along? \_\_\_\_\_

Refused

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

Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE.

**SCORE:**

5. Have you been attacked or beaten up since you've become homeless?  Y  N  Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM.

**SCORE:**

7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live?  Y  N  Refused

IF "YES," THEN SCORE 1 FOR LEGAL ISSUES.

SCORE:

8. Does anybody force or trick you to do things that you do not want to do?  Y  N  Refused

9. Do you ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.

SCORE:

### C. Socialization & Daily Functioning

10. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money?  Y  N  Refused

11. Do you get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that?  Y  N  Refused

IF "YES" TO QUESTION 10 OR "NO" TO QUESTION 11, THEN SCORE 1 FOR MONEY MANAGEMENT.

SCORE:

12. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled?  Y  N  Refused

IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY.

SCORE:

13. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that?  Y  N  Refused

IF "NO," THEN SCORE 1 FOR SELF-CARE.

SCORE:

14. Is your current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because family or friends caused you to become evicted?  Y  N  Refused

IF "YES," THEN SCORE 1 FOR SOCIAL RELATIONSHIPS.

SCORE:

## D. Wellness

15. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health?  Y  N  Refused
16. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart?  Y  N  Refused
17. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you?  Y  N  Refused
18. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help?  Y  N  Refused
19. When you are sick or not feeling well, do you avoid getting help?  Y  N  Refused
20. *FOR FEMALE RESPONDENTS ONLY:* Are you currently pregnant?  Y  N  N/A or Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **PHYSICAL HEALTH**.

SCORE:

21. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past?  Y  N  Refused
22. Will drinking or drug use make it difficult for you to stay housed or afford your housing?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SUBSTANCE USE**.

SCORE:

23. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
- a) A mental health issue or concern?  Y  N  Refused
- b) A past head injury?  Y  N  Refused
- c) A learning disability, developmental disability, or other impairment?  Y  N  Refused
24. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **MENTAL HEALTH**.

SCORE:

IF THE RESPONDENT SCORED 1 FOR **PHYSICAL HEALTH** AND 1 FOR **SUBSTANCE USE** AND 1 FOR **MENTAL HEALTH**, SCORE 1 FOR **TRI-MORBIDITY**.

SCORE:

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

SINGLE ADULTS

AMERICAN VERSION 2.01

25. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking?  **Y**  **N**  Refused

26. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication?  **Y**  **N**  Refused

**IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR MEDICATIONS.**

**SCORE:**

27. **YES OR NO:** Has your current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you have experienced?  **Y**  **N**  Refused

**IF "YES", SCORE 1 FOR ABUSE AND TRAUMA.**

**SCORE:**

### Scoring Summary

| DOMAIN                               | SUBTOTAL | RESULTS                                                                                                                                                                      |
|--------------------------------------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PRE-SURVEY                           | /1       | <b>Score: Recommendation:</b><br>0-3: no housing intervention<br>4-7: an assessment for Rapid Re-Housing<br>8+: an assessment for Permanent Supportive Housing/Housing First |
| A. HISTORY OF HOUSING & HOMELESSNESS | /2       |                                                                                                                                                                              |
| B. RISKS                             | /4       |                                                                                                                                                                              |
| C. SOCIALIZATION & DAILY FUNCTIONS   | /4       |                                                                                                                                                                              |
| D. WELLNESS                          | /6       |                                                                                                                                                                              |
| <b>GRAND TOTAL:</b>                  | /17      |                                                                                                                                                                              |

### Follow-Up Questions

|                                                                                                                                     |                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| <b>On a regular day, where is it easiest to find you and what time of day is easiest to do so?</b>                                  | place: _____<br>time: ___ : ___ or _____                                                  |
| <b>Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?</b>                  | phone: (____) _____ - _____<br>email: _____                                               |
| <b>Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused |

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- legal status in country
- children that may reside with the adult at some point in the future
- ageing out of care
- income and source of it
- safety planning
- mobility issues
- current restrictions on where a person can legally reside

## A. Mental Health & Wellness & Cognitive Functioning

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Have you ever received any help with your mental wellness?</li> <li>• Do you feel you are getting all the help you need for your mental health or stress?</li> <li>• Has a doctor ever prescribed you pills for nerves, anxiety, depression or anything like that?</li> <li>• Have you ever gone to an emergency room or stayed in a hospital because you weren't feeling 100% emotionally?</li> <li>• Do you have trouble learning or paying attention?</li> <li>• Have you ever had testing done to identify learning disabilities?</li> <li>• Do you know if, when pregnant with you, your mother did anything that we now know can have negative effects on the baby?</li> <li>• Have you ever hurt your brain or head?</li> <li>• Do you have any documents or papers about your mental health or brain functioning?</li> <li>• Are there other professionals we could speak with that have knowledge of your mental health?</li> </ul> | <div style="background-color: #c00000; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #c00000; height: 200px; margin-top: 5px;"></div> |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Serious and persistent mental illness (2+ hospitalizations in a mental health facility or psychiatric ward in the past 2 years) <b>and</b> not in a heightened state of recovery currently</li> <li><input type="checkbox"/> Major barriers to performing tasks and functions of daily living or communicating intent because of a brain injury, learning disability or developmental disability</li> </ul>                                                                                                                                                                                                                                 |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Heightened concerns about state of mental health, but fewer than 2 hospitalizations, and/or without knowledge of presence of a diagnosable mental health condition</li> <li><input type="checkbox"/> Diminished ability to perform tasks and functions of daily living or communicating intent because of a brain injury, learning disability or developmental disability</li> </ul>                                                                                                                                                                                                                                                        |
| <b>2</b> | <p>While there may be concern for overall mental health or mild impairments to performing tasks and functions of daily living or communicating intent, <b>all</b> of the following are true:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No major concerns about safety or ability to be housed without intensive supports to assist with mental health or cognitive functioning</li> <li><input type="checkbox"/> No major concerns for the health and safety of others because of mental health or cognitive functioning ability</li> <li><input type="checkbox"/> No compelling reason for screening by an expert in mental health or cognitive functioning prior to housing to fully understand capacity</li> </ul> |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> In a heightened state of recovery, has a Wellness Recovery Action Plan (WRAP) or similar plan for promoting wellness, understands symptoms and strategies for coping with them, <b>and</b> is engaged with mental health supports as necessary.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> No mental health or cognitive functioning issues disclosed, suspected or observed.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

## B. Physical Health & Wellness

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | CLIENT SCORE: <input style="width: 100px; height: 20px;" type="text"/> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How is your health?</li> <li>• Are you getting any help with your health? How often?</li> <li>• Do you feel you are getting all the care you need for your health?</li> <li>• Any illness like diabetes, HIV, Hep C or anything like that going on?</li> <li>• Ever had a doctor tell you that you have problems with blood pressure or heart or lungs or anything like that?</li> <li>• When was the last time you saw a doctor? What was that for?</li> <li>• Do you have a clinic or doctor that you usually go to?</li> <li>• Anything going on right now with your health that you think would prevent you from living a full, healthy, happy life?</li> <li>• Are there other professionals we could speak with that have knowledge of your health?</li> <li>• Do you have any documents or papers about your health or past stays in hospital because of your health?</li> </ul> | <b>NOTES</b>                                                           |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Co-occurring chronic health conditions</li> <li><input type="checkbox"/> Attempting a treatment protocol for a chronic health condition, but the treatment is not improving health</li> <li><input type="checkbox"/> Palliative health condition</li> </ul>                                                                                                                                                                                                                              |
| <b>3</b> | <p>Presence of a health issue with <b>any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Not connected with professional resources to assist with a real or perceived serious health issue, by choice</li> <li><input type="checkbox"/> Single chronic or serious health concern but does not connect with professional resources because of insufficient community resources (e.g. lack of availability or affordability)</li> <li><input type="checkbox"/> Unable to follow the treatment plan as a direct result of homeless status</li> </ul> |
| <b>2</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Presence of a relatively minor physical health issue, which is managed and/or cared for with appropriate professional resources or through informed self-care</li> <li><input type="checkbox"/> Presence of a physical health issue, for which appropriate treatment protocols are followed, but there is still a moderate impact on their daily living</li> </ul>                                                                                                                                                           |
| <b>1</b> | <p>Single chronic or serious health condition, but <b>all</b> of the following are true:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Able to manage the health issue and live a relatively active and healthy life</li> <li><input type="checkbox"/> Connected to appropriate health supports</li> <li><input type="checkbox"/> Educated and informed on how to manage the health issue, take medication as necessary related to the condition, and consistently follow these requirements.</li> </ul>                                                               |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> No serious or chronic health condition disclosed, observed, or suspected</li> <li><input type="checkbox"/> If any minor health condition, they are managed appropriately</li> </ul>                                                                                                                                                                                                                                                                                                                                          |

### C. Medication

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CLIENT SCORE: <input style="width: 100px;" type="text"/> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Have you recently been prescribed any medications by a health care professional?</li> <li>• Do you take any medications prescribed to you by a doctor?</li> <li>• Have you ever sold some or all of your prescription?</li> <li>• Have you ever had a doctor prescribe you medication that you didn't have filled at a pharmacy or didn't take?</li> <li>• Were any of your medications changed in the last month?<br/>If yes: How did that make you feel?</li> <li>• Do other people ever steal your medications?</li> <li>• Do you ever share your medications with other people?</li> <li>• How do you store your medications and make sure you take the right medication at the right time each day?</li> <li>• What do you do if you realize you've forgotten to take your medications?</li> <li>• Do you have any papers or documents about the medications you take?</li> </ul> | <b>NOTES</b>                                             |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 30 days, started taking a prescription which <b>is</b> having any negative impact on day to day living, socialization or mood</li> <li><input type="checkbox"/> Shares or sells prescription, but keeps <b>less</b> than is sold or shared</li> <li><input type="checkbox"/> Regularly misuses medication (e.g. frequently forgets; often takes the wrong dosage; uses some or all of medication to get high)</li> <li><input type="checkbox"/> Has had a medication prescribed in the last 90 days that remains unfilled, for any reason</li> </ul>                                                                                                                                                                                                         |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 30 days, started taking a prescription which is <b>not</b> having any negative impact on day to day living, socialization or mood</li> <li><input type="checkbox"/> Shares or sells prescription, but keeps <b>more</b> than is sold or shared</li> <li><input type="checkbox"/> Requires intensive assistance to manage or take medication (e.g., assistance organizing in a pillbox; working with pharmacist to blister-pack; adapting the living environment to be more conducive to taking medications at the right time for the right purpose, like keeping nighttime medications on the bedside table and morning medications by the coffeemaker)</li> <li><input type="checkbox"/> Medications are stored and distributed by a third-party</li> </ul> |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fails to take medication at the appropriate time or appropriate dosage, 1-2 times per week</li> <li><input type="checkbox"/> Self-manages medications except for requiring reminders or assistance for refills</li> <li><input type="checkbox"/> Successfully self-managing medication for fewer than 30 consecutive days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Successfully self-managing medications for more than 30, but less than 180, consecutive days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>0</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No medication prescribed to them</li> <li><input type="checkbox"/> Successfully self-managing medication for 181+ consecutive days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |



**D. Substance Use**

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• When was the last time you had a drink or used drugs?</li> <li>• Is there anything we should keep in mind related to drugs or alcohol?</li> <li>• [If they disclose use of drugs and/or alcohol] How frequently would you say you use [specific substance] in a week?</li> <li>• Ever have a doctor tell you that your health may be at risk because you drink or use drugs?</li> <li>• Have you engaged with anyone professionally related to your substance use that we could speak with?</li> <li>• Ever get into fights, fall down and bang your head, or pass out when drinking or using other drugs?</li> <li>• Have you ever used alcohol or other drugs in a way that may be considered less than safe?</li> <li>• Do you ever end up doing things you later regret after you have gotten really hammered?</li> <li>• Do you ever drink mouthwash or cooking wine or hand sanitizer or anything like that?</li> </ul> | <p style="text-align: center; margin: 0;"><b>NOTES</b></p> <div style="border: 1px solid #e91e63; height: 200px; width: 100%;"></div> |

**Note: Consumption thresholds: 2 drinks per day or 14 total drinks in any one week period for men; 2 drinks per day or 9 total drinks in any one week period for women.**

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| <b>4</b> | <p><input type="checkbox"/> In a life-threatening health situation as a direct result of substance use, <b>or</b>,<br/>In the past 30 days, <b>any</b> of the following are true...</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Substance use is almost daily (21+ times) <b>and</b> often to the point of complete inebriation</li> <li><input type="checkbox"/> Binge drinking, non-beverage alcohol use, or inhalant use 4+ times</li> <li><input type="checkbox"/> Substance use resulting in passing out 2+ times</li> </ul>                                                                                                                    |
| <b>3</b> | <p><input type="checkbox"/> Experiencing serious health impacts as a direct result of substance use, though not (yet) in a life-threatening position as a result, <b>or</b>,<br/>In the past 30 days, <b>any</b> of the following are true...</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Drug use reached the point of complete inebriation 12+ times</li> <li><input type="checkbox"/> Alcohol use usually exceeded the consumption thresholds (at least 5+ times), but usually not to the point of complete inebriation</li> <li><input type="checkbox"/> Binge drinking, non-beverage alcohol use, or inhalant use occurred 1-3 times</li> </ul> |
| <b>2</b> | <p>In the past 30 days, <b>any</b> of the following are true...</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Drug use reached the point of complete inebriation fewer than 12 times</li> <li><input type="checkbox"/> Alcohol use exceeded the consumption thresholds fewer than 5 times</li> </ul>                                                                                                                                                                                                                                                                                                                                                   |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, no alcohol use beyond consumption thresholds, <b>or</b>,</li> <li><input type="checkbox"/> If making claims to sobriety, no substance use in the past 30 days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, no substance use</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

### E. Experience of Abuse & Trauma

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>*To avoid re-traumatizing the individual, ask selected approved questions as written. Do not probe for details of the trauma/abuse. This section is entirely self-reported.</b></p> <ul style="list-style-type: none"> <li>• “I don’t need you to go into any details, but has there been any point in your life where you experienced emotional, physical, sexual or psychological abuse?”</li> <li>• “Are you currently or have you ever received professional assistance to address that abuse?”</li> <li>• “Does the experience of abuse or trauma impact your day to day living in any way?”</li> <li>• “Does the experience of abuse or trauma impact your ability to hold down a job, maintain housing or engage in meaningful relationships with friends or family?”</li> <li>• “Have you ever found yourself feeling or acting in a certain way that you think is caused by a history of abuse or trauma?”</li> <li>• “Have you ever become homeless as a direct result of experiencing abuse or trauma?”</li> </ul> | <p style="text-align: center; margin: 0;"><b>NOTES</b></p> <div style="border: 1px solid #e91e63; height: 200px; width: 100%;"></div> |

| SCORING                      |                                                                                                                                                                                                                                                                                  |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>                     | <input type="checkbox"/> A reported experience of abuse or trauma, believed to be a direct cause of their homelessness                                                                                                                                                           |
| <b>3</b>                     | <input type="checkbox"/> The experience of abuse or trauma is <b>not</b> believed to be a direct cause of homelessness, but abuse or trauma (experienced before, during, or after homelessness) <b>is</b> impacting daily functioning and/or ability to get out of homelessness  |
| <b>Any</b> of the following: |                                                                                                                                                                                                                                                                                  |
| <b>2</b>                     | <input type="checkbox"/> A reported experience of abuse or trauma, but is not believed to impact daily functioning and/or ability to get out of homelessness<br><input type="checkbox"/> Engaged in therapeutic attempts at recovery, but does not consider self to be recovered |
| <b>1</b>                     | <input type="checkbox"/> A reported experience of abuse or trauma, and considers self to be recovered                                                                                                                                                                            |
| <b>0</b>                     | <input type="checkbox"/> No reported experience of abuse or trauma                                                                                                                                                                                                               |

## F. Risk of Harm to Self or Others

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <i>Do you have thoughts about hurting yourself or anyone else? Have you ever acted on these thoughts? When was the last time?</i></li> <li>• <i>What was occurring when you had these feelings or took these actions?</i></li> <li>• <i>Have you ever received professional help – including maybe a stay at hospital – as a result of thinking about or attempting to hurt yourself or others? How long ago was that? Does that happen often?</i></li> <li>• <i>Have you recently left a situation you felt was abusive or unsafe? How long ago was that?</i></li> <li>• <i>Have you been in any fights recently - whether you started it or someone else did? How long ago was that? How often do you get into fights?</i></li> </ul> | <div style="background-color: #c00000; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #c00000; height: 150px; margin-top: 5px;"></div> |

SCORING

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| 4 | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 90 days, left an abusive situation</li> <li><input type="checkbox"/> In the past 30 days, attempted, threatened, or actually harmed self or others</li> <li><input type="checkbox"/> In the past 30 days, involved in a physical altercation (instigator or participant)</li> </ul>                                                                                                                         |
| 3 | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 180 days, left an abusive situation, but no exposure to abuse in the past 90 days</li> <li><input type="checkbox"/> Most recently attempted, threatened, or actually harmed self or others in the past 180 days, but not in the past 30 days</li> <li><input type="checkbox"/> In the past 365 days, involved in a physical altercation (instigator or participant), but not in the past 30 days</li> </ul> |
| 2 | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, left an abusive situation, but no exposure to abuse in the past 180 days</li> <li><input type="checkbox"/> Most recently attempted, threatened, or actually harmed self or others in the past 365 days, but not in the past 180 days</li> <li><input type="checkbox"/> 366+ days ago, 4+ involvements in physical alterations</li> </ul>                                                          |
| 1 | <input type="checkbox"/> 366+ days ago, 1-3 involvements in physical alterations                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 0 | <input type="checkbox"/> Reports no instance of harming self, being harmed, or harming others                                                                                                                                                                                                                                                                                                                                                                                                                               |

### G. Involvement in Higher Risk and/or Exploitive Situations

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | CLIENT SCORE: <input style="width: 100px;" type="text"/> |
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| <ul style="list-style-type: none"> <li>• <i>[Observe, don't ask] Any abscesses or track marks from injection substance use?</i></li> <li>• <i>Does anybody force or trick you to do something that you don't want to do?</i></li> <li>• <i>Do you ever do stuff that could be considered dangerous like drinking until you pass out outside, or delivering drugs for someone, having sex without a condom with a casual partner, or anything like that?</i></li> <li>• <i>Do you ever find yourself in situations that may be considered at a high risk for violence?</i></li> <li>• <i>Do you ever sleep outside? How do you dress and prepare for that? Where do you tend to sleep?</i></li> </ul> | <b>NOTES</b>                                             |

| SCORING  |                                                                                                                                                                                                                                                                                                         |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 180 days, engaged in 10+ higher risk and/or exploitive events</li> <li><input type="checkbox"/> In the past 90 days, left an abusive situation</li> </ul>                               |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 180 days, engaged in 4-9 higher risk and/or exploitive events</li> <li><input type="checkbox"/> In the past 180 days, left an abusive situation, but not in the past 90 days</li> </ul> |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 180 days, engaged in 1-3 higher risk and/or exploitive events</li> <li><input type="checkbox"/> 181+ days ago, left an abusive situation</li> </ul>                                     |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Any involvement in higher risk and/or exploitive situations occurred more than 180 days ago but less than 365 days ago</li> </ul>                                                                                                       |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, no involvement in higher risk and/or exploitive events</li> </ul>                                                                                                                                                 |

## H. Interaction with Emergency Services

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How often do you go to emergency rooms?</li> <li>• How many times have you had the police speak to you over the past 180 days?</li> <li>• Have you used an ambulance or needed the fire department at any time in the past 180 days?</li> <li>• How many times have you called or visited a crisis team or a crisis counselor in the last 180 days?</li> <li>• How many times have you been admitted to hospital in the last 180 days? How long did you stay?</li> </ul> | <div style="background-color: #e91e63; color: white; padding: 5px; text-align: center; font-weight: bold;">NOTES</div> <div style="border: 1px solid #e91e63; height: 200px; width: 100%;"></div> |

**Note: Emergency service use includes: admittance to emergency room/department; hospitalizations; trips to a hospital in an ambulance; crisis service, distress centers, suicide prevention service, sexual assault crisis service, sex worker crisis service, or similar service; interactions with police for the purpose of law enforcement; interactions with fire service in emergency situations.**

| SCORING |                                                                                                                             |
|---------|-----------------------------------------------------------------------------------------------------------------------------|
| 4       | <input type="checkbox"/> In the past 180 days, cumulative total of 10+ interactions with emergency services                 |
| 3       | <input type="checkbox"/> In the past 180 days, cumulative total of 4-9 interactions with emergency services                 |
| 2       | <input type="checkbox"/> In the past 180 days, cumulative total of 1-3 interactions with emergency services                 |
| 1       | <input type="checkbox"/> Any interaction with emergency services occurred more than 180 days ago but less than 365 days ago |
| 0       | <input type="checkbox"/> In the past 365 days, no interaction with emergency services                                       |

## I. Legal

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Do you have any “legal stuff” going on?</li> <li>• Have you had a lawyer assigned to you by a court?</li> <li>• Do you have any upcoming court dates? Do you think there’s a chance you will do time?</li> <li>• Any involvement with family court or child custody matters?</li> <li>• Any outstanding fines?</li> <li>• Have you paid any fines in the last 12 months for anything?</li> <li>• Have you done any community service in the last 12 months?</li> <li>• Is anybody expecting you to do community service for anything right now?</li> <li>• Did you have any legal stuff in the last year that got dismissed?</li> <li>• Is your housing at risk in any way right now because of legal issues?</li> </ul> | <div style="background-color: #e91e63; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #e91e63; height: 200px;"></div> |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in fines of \$500+</li> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in incarceration of 3+ months (cumulatively), inclusive of any time held on remand</li> </ul>                                                       |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in fines less than \$500</li> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in incarceration of less than 90 days (cumulatively), inclusive of any time held on remand</li> </ul>                                         |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, relatively minor legal issue has occurred and was resolved through community service or payment of fine(s)</li> <li><input type="checkbox"/> Currently outstanding relatively minor legal issue that is unlikely to result in incarceration (but may result in community service)</li> </ul> |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> There are no current legal issues, <b>and</b> any legal issues that have historically occurred have been resolved without community service, payment of fine, or incarceration</li> </ul>                                                                                                                                                              |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> No legal issues within the past 365 days, <b>and</b> currently no conditions of release</li> </ul>                                                                                                                                                                                                                                                     |

## J. Managing Tenancy

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                   | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Are you currently homeless?</li> <li>• [If the person is housed] Do you have an eviction notice?</li> <li>• [If the person is housed] Do you think that your housing is at risk?</li> <li>• How is your relationship with your neighbors?</li> <li>• How do you normally get along with landlords?</li> <li>• How have you been doing with taking care of your place?</li> </ul> | <div style="background-color: #c00000; color: white; text-align: center; padding: 5px;"><b>NOTES</b></div> <div style="border: 1px solid #c00000; height: 150px;"></div> |

**Note: Housing matters include: conflict with landlord and/or neighbors, damages to the unit, payment of rent on time and in full. Payment of rent through a third party is not considered to be a short-coming or deficiency in the ability to pay rent.**

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Currently homeless</li> <li><input type="checkbox"/> In the next 30 days, will be re-housed or return to homelessness</li> <li><input type="checkbox"/> In the past 365 days, was re-housed 6+ times</li> <li><input type="checkbox"/> In the past 90 days, support worker(s) have been cumulatively involved 10+ times with housing matters</li> </ul>                                                          |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the next 60 days, will be re-housed or return to homelessness, but not in next 30 days</li> <li><input type="checkbox"/> In the past 365 days, was re-housed 3-5 times</li> <li><input type="checkbox"/> In the past 90 days, support worker(s) have been cumulatively involved 4-9 times with housing matters</li> </ul>                                                                                     |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, was re-housed 2 times</li> <li><input type="checkbox"/> In the past 180 days, was re-housed 1+ times, but not in the past 60 days</li> <li><input type="checkbox"/> Continuously housed for at least 90 days but not more than 180 days</li> <li><input type="checkbox"/> In the past 90 days, support worker(s) have been cumulatively involved 1-3 times with housing matters</li> </ul> |
| <b>1</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, was re-housed 1 time</li> <li><input type="checkbox"/> Continuously housed, with no assistance on housing matters, for at least 180 days but not more than 365 days</li> </ul>                                                                                                                                                                                                             |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Continuously housed, with no assistance on housing matters, for at least 365 days</li> </ul>                                                                                                                                                                                                                                                                                                                                                         |

### K. Personal Administration & Money Management

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>PROMPTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>CLIENT SCORE:</b> <input style="width: 100px;" type="text"/> |
| <ul style="list-style-type: none"> <li>• How are you with taking care of money?</li> <li>• How are you with paying bills on time and taking care of other financial stuff?</li> <li>• Do you have any street debts?</li> <li>• Do you have any drug or gambling debts?</li> <li>• Is there anybody that thinks you owe them money?</li> <li>• Do you budget every single month for every single thing you need? Including cigarettes? Booze? Drugs?</li> <li>• Do you try to pay your rent before paying for anything else?</li> <li>• Are you behind in any payments like child support or student loans or anything like that?</li> </ul> | <b>NOTES</b>                                                    |

| <b>SCORING</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cannot create or follow a budget, regardless of supports provided</li> <li><input type="checkbox"/> Does not comprehend financial obligations</li> <li><input type="checkbox"/> Does not have an income (including formal and informal sources)</li> <li><input type="checkbox"/> Not aware of the full amount spent on substances, if they use substances</li> <li><input type="checkbox"/> Substantial real or perceived debts of \$1,000+, past due or requiring monthly payments</li> </ul>                                                                       |
| <b>3</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Requires intensive assistance to create and manage a budget (including any legally mandated guardian/trustee that provides assistance or manages access to money)</li> <li><input type="checkbox"/> Only understands their financial obligations with the assistance of a 3rd party</li> <li><input type="checkbox"/> Not budgeting for substance use, if they are a substance user</li> <li><input type="checkbox"/> Real or perceived debts of \$999 or less, past due or requiring monthly payments</li> </ul>                                                     |
| <b>2</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, source of income has changed 2+ times</li> <li><input type="checkbox"/> Budgeting to the best of ability (including formal and informal sources), but still short of money every month for essential needs</li> <li><input type="checkbox"/> Voluntarily receives assistance creating and managing a budget or restricts access to their own money (e.g. guardian/trusteeship)</li> <li><input type="checkbox"/> Has been self-managing financial resources and taking care of associated administrative tasks for less than 90 days</li> </ul> |
| <b>1</b>       | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has been self-managing financial resources and taking care of associated administrative tasks for at least 90 days, but for less than 180 days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>0</b>       | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has been self-managing financial resources and taking care of associated administrative tasks for at least 180 days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |



## L. Social Relationships & Networks

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | CLIENT SCORE: <input style="width: 100px;" type="text"/> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Tell me about your friends, family or other people in your life.</li> <li>• How often do you get together or chat?</li> <li>• When you go to doctor's appointments or meet with other professionals like that, what is that like?</li> <li>• Are there any people in your life that you feel are just using you?</li> <li>• Are there any of your closer friends that you feel are always asking you for money, smokes, drugs, food or anything like that?</li> <li>• Have you ever had people crash at your place that you did not want staying there?</li> <li>• Have you ever been threatened with an eviction or lost a place because of something that friends or family did in your apartment?</li> <li>• Have you ever been concerned about not following your lease agreement because of your friends or family?</li> </ul> | <b>NOTES</b>                                             |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 90 days, left an exploitive, abusive or dependent relationship</li> <li><input type="checkbox"/> Friends, family or other people are placing security of housing at imminent risk, <b>or</b> impacting life, wellness, or safety</li> <li><input type="checkbox"/> No friends or family and demonstrates no ability to follow social norms</li> <li><input type="checkbox"/> Currently homeless and would classify most of friends and family as homeless</li> </ul>                                                                                                                                                                                                                                                       |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 90-180 days, left an exploitive, abusive or dependent relationship</li> <li><input type="checkbox"/> Friends, family or other people are having some negative consequences on wellness or housing stability</li> <li><input type="checkbox"/> No friends or family but demonstrating ability to follow social norms</li> <li><input type="checkbox"/> Meeting new people with an intention of forming friendships</li> <li><input type="checkbox"/> Reconnecting with previous friends or family members, but experiencing difficulty advancing the relationship</li> <li><input type="checkbox"/> Currently homeless, and would classify some of friends and family as being housed, while others are homeless</li> </ul> |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> More than 180 days ago, left an exploitive, abusive or dependent relationship</li> <li><input type="checkbox"/> Developing relationships with new people but not yet fully trusting them</li> <li><input type="checkbox"/> Currently homeless, and would classify friends and family as being housed</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has been housed for less than 180 days, <b>and</b> is engaged with friends or family, who are having no negative consequences on the individual's housing stability</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has been housed for at least 180 days, <b>and</b> is engaged with friends or family, who are having no negative consequences on the individual's housing stability</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

### M. Self Care & Daily Living Skills

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>PROMPTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>CLIENT SCORE:</b> <input style="width: 100px;" type="text"/> |
| <ul style="list-style-type: none"> <li>• Do you have any worries about taking care of yourself?</li> <li>• Do you have any concerns about cooking, cleaning, laundry or anything like that?</li> <li>• Do you ever need reminders to do things like shower or clean up?</li> <li>• Describe your last apartment.</li> <li>• Do you know how to shop for nutritious food on a budget?</li> <li>• Do you know how to make low cost meals that can result in leftovers to freeze or save for another day?</li> <li>• Do you tend to keep all of your clothes clean?</li> <li>• Have you ever had a problem with mice or other bugs like cockroaches as a result of a dirty apartment?</li> <li>• When you have had a place where you have made a meal, do you tend to clean up dishes and the like before they get crusty?</li> </ul> | <b>NOTES</b>                                                    |

| <b>SCORING</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No insight into how to care for themselves, their apartment or their surroundings</li> <li><input type="checkbox"/> Currently homeless and relies upon others to meet basic needs (e.g. access to shelter, showers, toilet, laundry, food, and/or clothing) on an almost daily basis</li> <li><input type="checkbox"/> Engaged in hoarding or collecting behavior and is not aware that it is an issue in her/his life</li> </ul>                                                                    |
| <b>3</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Has insight into some areas of how to care for themselves, their apartment or their surroundings, but misses other areas because of lack of insight</li> <li><input type="checkbox"/> In the past 180 days, relied upon others to meet basic needs (e.g. access to shelter, showers, toilet, laundry, food, and/or clothing), 14+ days in any 30-day period</li> <li><input type="checkbox"/> Engaged in hoarding or collecting behavior and is aware that it is an issue in her/his life</li> </ul> |
| <b>2</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fully aware and has insight in all that is required to take care of themselves, their apartment and their surroundings, but has not yet mastered the skills or time management to fully execute this on a regular basis</li> <li><input type="checkbox"/> In the past 180 days, relied upon others to meet basic needs (e.g. access to shelter, showers, toilet, laundry, food, and/or clothing), fewer than 14 days in every 30-day period</li> </ul>                                               |
| <b>1</b>       | <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, accessed community resources 4 or fewer times, <b>and</b> is fully taking care of all their daily needs</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>0</b>       | <ul style="list-style-type: none"> <li><input type="checkbox"/> For the past 365+ days, fully taking care of all their daily needs independently</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                              |

## N. Meaningful Daily Activity

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How do you spend your day?</li> <li>• How do you spend your free time?</li> <li>• Does that make you feel happy/fulfilled?</li> <li>• How many days a week would you say you have things to do that make you feel happy/fulfilled?</li> <li>• How much time in a week would you say you are totally bored?</li> <li>• When you wake up in the morning, do you tend to have an idea of what you plan to do that day?</li> <li>• How much time in a week would you say you spend doing stuff to fill up the time rather than doing things that you love?</li> <li>• Are there any things that get in the way of you doing the sorts of activities you would like to be doing?</li> </ul> | <div style="background-color: #e91e63; color: white; padding: 5px; text-align: center; font-weight: bold;">NOTES</div> <div style="border: 1px solid #e91e63; height: 200px; margin-top: 5px;"></div> |

| SCORING |                                                                                                                                                                                                                                                                                                             |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4       | <input type="checkbox"/> No planned, legal activities described as providing fulfillment or happiness                                                                                                                                                                                                       |
| 3       | <input type="checkbox"/> Discussing, exploring, signing up for and/or preparing for new activities or to re-engage with planned, legal activities that used to provide fulfillment or happiness                                                                                                             |
| 2       | <input type="checkbox"/> Attempting new or re-engaging with planned, legal activities that used to provide fulfillment or happiness, but uncertain that activities selected are currently providing fulfillment or happiness, <b>or</b> the individual is not fully committed to continuing the activities. |
| 1       | <input type="checkbox"/> Has planned, legal activities described as providing fulfillment or happiness 1-3 days per week                                                                                                                                                                                    |
| 0       | <input type="checkbox"/> Has planned, legal activities described as providing fulfillment or happiness 4+ days per week                                                                                                                                                                                     |

## O. History of Homelessness & Housing

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How long have you been homeless?</li> <li>• How many times have you been homeless in your life other than this most recent time?</li> <li>• Have you spent any time sleeping on a friend's couch or floor? And if so, during those times did you consider that to be your permanent address?</li> <li>• Have you ever spent time sleeping in a car or alleyway or garage or barn or bus shelter or anything like that?</li> <li>• Have you ever spent time sleeping in an abandoned building?</li> <li>• Were you ever in hospital or jail for a period of time when you didn't have a permanent address to go to when you got out?</li> </ul> | <div style="background-color: #c00000; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #c00000; height: 150px; margin-top: 5px;"></div> |

| SCORING  |                                                                                                                      |
|----------|----------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <input type="checkbox"/> Over the past 10 years, cumulative total of 5+ years of homelessness                        |
| <b>3</b> | <input type="checkbox"/> Over the past 10 years, cumulative total of 2+ years but fewer than 5 years of homelessness |
| <b>2</b> | <input type="checkbox"/> Over the past 4 years, cumulative total of 30+ days but fewer than 2 years of homelessness  |
| <b>1</b> | <input type="checkbox"/> Over the past 4 years, cumulative total of 7+ days but fewer than 30 days of homelessness   |
| <b>0</b> | <input type="checkbox"/> Over the past 4 years, cumulative total of 7 or fewer days of homelessness                  |

**SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (SPDAT)**

SINGLE ADULTS

VERSION 4.01

|                |                |                 |              |
|----------------|----------------|-----------------|--------------|
| <b>Client:</b> | <b>Worker:</b> | <b>Version:</b> | <b>Date:</b> |
|----------------|----------------|-----------------|--------------|

| <b>COMPONENT</b>                                               | <b>SCORE</b> | <b>COMMENTS</b> |
|----------------------------------------------------------------|--------------|-----------------|
| <b>MENTAL HEALTH &amp; WELLNESS AND COGNITIVE FUNCTIONING</b>  |              |                 |
| <b>PHYSICAL HEALTH &amp; WELLNESS</b>                          |              |                 |
| <b>MEDICATION</b>                                              |              |                 |
| <b>SUBSTANCE USE</b>                                           |              |                 |
| <b>EXPERIENCE OF ABUSE AND/OR TRAUMA</b>                       |              |                 |
| <b>RISK OF HARM TO SELF OR OTHERS</b>                          |              |                 |
| <b>INVOLVEMENT IN HIGHER RISK AND/OR EXPLOITIVE SITUATIONS</b> |              |                 |
| <b>INTERACTION WITH EMERGENCY SERVICES</b>                     |              |                 |

**SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (SPDAT)**

SINGLE ADULTS

VERSION 4.01

|                |                |                 |              |
|----------------|----------------|-----------------|--------------|
| <b>Client:</b> | <b>Worker:</b> | <b>Version:</b> | <b>Date:</b> |
|----------------|----------------|-----------------|--------------|

| COMPONENT                                  | SCORE | COMMENTS |
|--------------------------------------------|-------|----------|
| LEGAL INVOLVEMENT                          |       |          |
| MANAGING TENANCY                           |       |          |
| PERSONAL ADMINISTRATION & MONEY MANAGEMENT |       |          |
| SOCIAL RELATIONSHIPS & NETWORKS            |       |          |
| SELF-CARE & DAILY LIVING SKILLS            |       |          |
| MEANINGFUL DAILY ACTIVITIES                |       |          |
| HISTORY OF HOUSING & HOMELESSNESS          |       |          |
| <b>TOTAL</b>                               |       |          |

## Administration

|                                               |                               |                                                                                                       |
|-----------------------------------------------|-------------------------------|-------------------------------------------------------------------------------------------------------|
| <b>Interviewer's Name</b><br>_____            | <b>Agency</b><br>_____        | <input type="checkbox"/> Team<br><input type="checkbox"/> Staff<br><input type="checkbox"/> Volunteer |
| <b>Survey Date</b><br>DD/MM/YYYY ___/___/____ | <b>Survey Time</b><br>___:___ | <b>Survey Location</b><br>_____                                                                       |

## Opening Script

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

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

## Basic Information

|                                                                               |                                                                           |                          |                                                                                           |
|-------------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------|
| <b>PARENT 1</b>                                                               | <b>First Name</b><br>_____                                                | <b>Nickname</b><br>_____ | <b>Last Name</b><br>_____                                                                 |
|                                                                               | <b>In what language do you feel best able to express yourself?</b> _____  |                          |                                                                                           |
|                                                                               | <b>Date of Birth</b><br>DD/MM/YYYY ___/___/____                           | <b>Age</b><br>_____      | <b>Social Security Number</b><br>_____                                                    |
|                                                                               |                                                                           |                          | <b>Consent to participate</b><br><input type="checkbox"/> Yes <input type="checkbox"/> No |
| <b>PARENT 2</b>                                                               | <input type="checkbox"/> No second parent currently part of the household |                          |                                                                                           |
|                                                                               | <b>First Name</b><br>_____                                                | <b>Nickname</b><br>_____ | <b>Last Name</b><br>_____                                                                 |
|                                                                               | <b>In what language do you feel best able to express yourself?</b> _____  |                          |                                                                                           |
|                                                                               | <b>Date of Birth</b><br>DD/MM/YYYY ___/___/____                           | <b>Age</b><br>_____      | <b>Social Security Number</b><br>_____                                                    |
|                                                                               |                                                                           |                          | <b>Consent to participate</b><br><input type="checkbox"/> Yes <input type="checkbox"/> No |
| <b>IF EITHER HEAD OF HOUSEHOLD IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.</b> |                                                                           |                          | <b>SCORE:</b><br>_____                                                                    |

## Children

1. How many children under the age of 18 are currently with you? \_\_\_\_\_  Refused
2. How many children under the age of 18 are not currently with your family, but you have reason to believe they will be joining you when you get housed? \_\_\_\_\_  Refused
3. **IF HOUSEHOLD INCLUDES A FEMALE:** Is any member of the family currently pregnant?  Y  N  Refused
4. Please provide a list of children's names and ages:

| First Name | Last Name | Age   | Date of Birth |
|------------|-----------|-------|---------------|
| _____      | _____     | _____ | _____         |
| _____      | _____     | _____ | _____         |
| _____      | _____     | _____ | _____         |
| _____      | _____     | _____ | _____         |
| _____      | _____     | _____ | _____         |
| _____      | _____     | _____ | _____         |
| _____      | _____     | _____ | _____         |

IF THERE IS A SINGLE PARENT WITH 2+ CHILDREN, AND/OR A CHILD AGED 11 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR **FAMILY SIZE**. **SCORE:**

IF THERE ARE TWO PARENTS WITH 3+ CHILDREN, AND/OR A CHILD AGED 6 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR **FAMILY SIZE**. **SCORE:**

## A. History of Housing and Homelessness

5. Where do you and your family sleep most frequently? (check one)
  - Shelters
  - Transitional Housing
  - Safe Haven
  - Outdoors**
  - Other (specify):** \_\_\_\_\_
  - Refused**

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1. **SCORE:**

6. How long has it been since you and your family lived in permanent stable housing? \_\_\_\_\_  Refused
7. In the last three years, how many times have you and your family been homeless? \_\_\_\_\_  Refused

IF THE FAMILY HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1. **SCORE:**



## B. Risks

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

- a) Received health care at an emergency department/room?      \_\_\_  Refused
- b) Taken an ambulance to the hospital?      \_\_\_  Refused
- c) Been hospitalized as an inpatient?      \_\_\_  Refused
- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines?      \_\_\_  Refused
- e) Talked to police because they witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told them that they must move along?      \_\_\_  Refused
- f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between?      \_\_\_  Refused

**IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE.** **SCORE:**

- 9. Have you or anyone in your family been attacked or beaten up since they've become homeless?       Y     N     Refused
- 10. Have you or anyone in your family threatened to or tried to harm themselves or anyone else in the last year?       Y     N     Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM.** **SCORE:**

- 11. Do you or anyone in your family have any legal stuff going on right now that may result in them being locked up, having to pay fines, or that make it more difficult to rent a place to live?       Y     N     Refused

**IF "YES," THEN SCORE 1 FOR LEGAL ISSUES.** **SCORE:**

- 12. Does anybody force or trick you or anyone in your family to do things that you do not want to do?       Y     N     Refused
- 13. Do you or anyone in your family ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that?       Y     N     Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.** **SCORE:**

### C. Socialization & Daily Functioning

14. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you or anyone in your family owe them money?  Y  N  Refused

15. Do you or anyone in your family get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that?  Y  N  Refused

**IF "YES" TO QUESTION 14 OR "NO" TO QUESTION 15, THEN SCORE 1 FOR MONEY MANAGEMENT.** **SCORE:**

16. Does everyone in your family have planned activities, other than just surviving, that make them feel happy and fulfilled?  Y  N  Refused

**IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY.** **SCORE:**

17. Is everyone in your family currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that?  Y  N  Refused

**IF "NO," THEN SCORE 1 FOR SELF-CARE.** **SCORE:**

18. Is your family's current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused your family to become evicted?  Y  N  Refused

**IF "YES," THEN SCORE 1 FOR SOCIAL RELATIONSHIPS.** **SCORE:**

### D. Wellness

19. Has your family ever had to leave an apartment, shelter program, or other place you were staying because of the physical health of you or anyone in your family?  Y  N  Refused

20. Do you or anyone in your family have any chronic health issues with your liver, kidneys, stomach, lungs or heart?  Y  N  Refused

21. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you or anyone in your family?  Y  N  Refused

22. Does anyone in your family have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help?  Y  N  Refused

23. When someone in your family is sick or not feeling well, does your family avoid getting medical help?  Y  N  Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR PHYSICAL HEALTH.** **SCORE:**

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

FAMILIES

AMERICAN VERSION 2.0

24. Has drinking or drug use by you or anyone in your family led your family to being kicked out of an apartment or program where you were staying in the past?  Y  N  Refused

25. Will drinking or drug use make it difficult for your family to stay housed or afford your housing?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SUBSTANCE USE**.

SCORE:

26. Has your family ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:

a) A mental health issue or concern?  Y  N  Refused

b) A past head injury?  Y  N  Refused

c) A learning disability, developmental disability, or other impairment?  Y  N  Refused

27. Do you or anyone in your family have any mental health or brain issues that would make it hard for your family to live independently because help would be needed?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **MENTAL HEALTH**.

SCORE:

28. *IF THE FAMILY SCORED 1 EACH FOR PHYSICAL HEALTH, SUBSTANCE USE, AND MENTAL HEALTH:* Does any single member of your household have a medical condition, mental health concerns, **and** experience with problematic substance use?  Y  N  N/A or Refused

IF "YES", SCORE 1 FOR **TRI-MORBIDITY**.

SCORE:

29. Are there any medications that a doctor said you or anyone in your family should be taking that, for whatever reason, they are not taking?  Y  N  Refused

30. Are there any medications like painkillers that you or anyone in your family don't take the way the doctor prescribed or where they sell the medication?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR **MEDICATIONS**.

SCORE:

31. *YES OR NO:* Has your family's current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you or anyone in your family have experienced?  Y  N  Refused

IF "YES", SCORE 1 FOR **ABUSE AND TRAUMA**.

SCORE:

## E. Family Unit

32. Are there any children that have been removed from the family by a child protection service within the last 180 days?  **Y**  N  Refused

33. Do you have any family legal issues that are being resolved in court or need to be resolved in court that would impact your housing or who may live within your housing?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR FAMILY LEGAL ISSUES.**

**SCORE:**

34. In the last 180 days have any children lived with family or friends because of your homelessness or housing situation?  **Y**  N  Refused

35. Has any child in the family experienced abuse or trauma in the last 180 days?  **Y**  N  Refused

36. **IF THERE ARE SCHOOL-AGED CHILDREN:** Do your children attend school more often than not each week?  Y  **N**  N/A or Refused

**IF "YES" TO ANY OF QUESTIONS 34 OR 35, OR "NO" TO QUESTION 36, SCORE 1 FOR NEEDS OF CHILDREN.**

**SCORE:**

37. Have the members of your family changed in the last 180 days, due to things like divorce, your kids coming back to live with you, someone leaving for military service or incarceration, a relative moving in, or anything like that?  **Y**  N  Refused

38. Do you anticipate any other adults or children coming to live with you within the first 180 days of being housed?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR FAMILY STABILITY.**

**SCORE:**

39. Do you have two or more planned activities each week as a family such as outings to the park, going to the library, visiting other family, watching a family movie, or anything like that?  Y  **N**  Refused

40. After school, or on weekends or days when there isn't school, is the total time children spend each day where there is no interaction with you or another responsible adult...

a) 3 or more hours per day for children aged 13 or older?  **Y**  N  Refused

b) 2 or more hours per day for children aged 12 or younger?  **Y**  N  Refused

41. **IF THERE ARE CHILDREN BOTH 12 AND UNDER & 13 AND OVER:** Do your older kids spend 2 or more hours on a typical day helping their younger sibling(s) with things like getting ready for school, helping with homework, making them dinner, bathing them, or anything like that?  **Y**  N  N/A or Refused

**IF "NO" TO QUESTION 39, OR "YES" TO ANY OF QUESTIONS 40 OR 41, SCORE 1 FOR PARENTAL ENGAGEMENT.**

**SCORE:**

## Scoring Summary

| DOMAIN                               | SUBTOTAL   | RESULTS                                                                                                                                                                   |
|--------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PRE-SURVEY                           | /2         | <b>Score: Recommendation:</b><br>0-3 no housing intervention<br>4-8 an assessment for Rapid Re-Housing<br>9+ an assessment for Permanent Supportive Housing/Housing First |
| A. HISTORY OF HOUSING & HOMELESSNESS | /2         |                                                                                                                                                                           |
| B. RISKS                             | /4         |                                                                                                                                                                           |
| C. SOCIALIZATION & DAILY FUNCTIONS   | /4         |                                                                                                                                                                           |
| D. WELLNESS                          | /6         |                                                                                                                                                                           |
| E. FAMILY UNIT                       | /4         |                                                                                                                                                                           |
| <b>GRAND TOTAL:</b>                  | <b>/22</b> |                                                                                                                                                                           |

## Follow-Up Questions

|                                                                                                                                     |                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| <b>On a regular day, where is it easiest to find you and what time of day is easiest to do so?</b>                                  | place: _____<br>time: ____ : ____ or _____                                                |
| <b>Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?</b>                  | phone: (____) _____ - _____<br>email: _____                                               |
| <b>Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused |

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
- children that may reside with the adult at some point in the future
- safety planning

### A. Mental Health & Wellness & Cognitive Functioning

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Has anyone in your family ever received any help with their mental wellness?</li> <li>• Do you feel that every member in your family is getting all the help they need for their mental health or stress?</li> <li>• Has a doctor ever prescribed anyone in your family pills for nerves, anxiety, depression or anything like that?</li> <li>• Has anyone in your family ever gone to an emergency room or stayed in a hospital because they weren't feeling 100% emotionally?</li> <li>• Does anyone in your family have trouble learning or paying attention, or been tested for learning disabilities?</li> <li>• Do you know if, when pregnant with you, your mother did anything that we now know can have negative effects on the baby? What about when you were pregnant?</li> <li>• Has anyone in your family ever hurt their brain or head?</li> <li>• Do you have any documents or papers about your family's mental health or brain functioning?</li> <li>• Are there other professionals we could speak with that have knowledge of your family's mental health?</li> </ul> | <div style="background-color: #c00000; color: white; padding: 5px; text-align: center; font-weight: bold;">NOTES</div> <div style="border: 1px solid #c00000; height: 200px; margin-top: 5px;"></div> |

SCORING

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4 | <p><b>Any</b> of the following among any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Serious and persistent mental illness (2+ hospitalizations in a mental health facility or psychiatric ward in the past 2 years) <b>and</b> not in a heightened state of recovery currently</li> <li><input type="checkbox"/> Major barriers to performing tasks and functions of daily living or communicating intent because of a brain injury, learning disability or developmental disability</li> </ul>                                                                                                                                                                                                                                                    |
| 3 | <p><b>Any</b> of the following among any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Heightened concerns about state of mental health, but fewer than 2 hospitalizations, and/or without knowledge of presence of a diagnosable mental health condition</li> <li><input type="checkbox"/> Diminished ability to perform tasks and functions of daily living or communicating intent because of a brain injury, learning disability or developmental disability</li> </ul>                                                                                                                                                                                                                                                                           |
| 2 | <p>While there may be concern for overall mental health or mild impairments to performing tasks and functions of daily living or communicating intent, <b>all</b> of the following are true:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No major concerns about the family's safety or ability to be housed without intensive supports to assist with mental health or cognitive functioning</li> <li><input type="checkbox"/> No major concerns for the health and safety of others because of mental health or cognitive functioning ability</li> <li><input type="checkbox"/> No compelling reason for any member of the family to be screened by an expert in mental health or cognitive functioning prior to housing to fully understand capacity</li> </ul> |
| 1 | <ul style="list-style-type: none"> <li><input type="checkbox"/> All members of the family are in a heightened state of recovery, have a Wellness Recovery Action Plan (WRAP) or similar plan for promoting wellness, understands symptoms and strategies for coping with them, <b>and</b> are engaged with mental health supports as necessary.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 0 | <ul style="list-style-type: none"> <li><input type="checkbox"/> No mental health or cognitive functioning issues disclosed, suspected or observed.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

## B. Physical Health & Wellness

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | CLIENT SCORE: <input style="width: 100px;" type="text"/> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How is your family's health?</li> <li>• Are you getting any help with your health? How often?</li> <li>• Do you feel you are getting all the care you need for your family's health?</li> <li>• Any illnesses like diabetes, HIV, Hep C or anything like that going on in any member of your family?</li> <li>• Ever had a doctor tell anyone in your family that they have problems with blood pressure or heart or lungs or anything like that?</li> <li>• When was the last time anyone in your family saw a doctor? What was that for?</li> <li>• Do you have a clinic or doctor that you usually go to?</li> <li>• Anything going on right now with your family's health that you think would prevent them from living a full, healthy, happy life?</li> <li>• Are there other professionals we could speak with that have knowledge of your family's health?</li> <li>• Do you have any documents or papers about your family's health or past stays in hospital because of your health?</li> </ul> | <b>NOTES</b>                                             |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following for any member of the family:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Co-occurring chronic health conditions</li> <li><input type="checkbox"/> Attempting a treatment protocol for a chronic health condition, but the treatment is not improving health</li> <li><input type="checkbox"/> Palliative health condition</li> </ul>                                                                                                                                                                                                                         |
| <b>3</b> | <p>Presence of a health issue among any family member with <b>any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Not connected with professional resources to assist with a real or perceived serious health issue, by choice</li> <li><input type="checkbox"/> Single chronic or serious health concern but does not connect with professional resources because of insufficient community resources (e.g. lack of availability or affordability)</li> <li><input type="checkbox"/> Unable to follow the treatment plan as a direct result of homeless status</li> </ul> |
| <b>2</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Presence of a relatively minor physical health issue, which is managed and/or cared for with appropriate professional resources or through informed self-care</li> <li><input type="checkbox"/> Presence of a physical health issue, for which appropriate treatment protocols are followed, but there is still a moderate impact on their daily living</li> </ul>                                                                                                                                                                                   |
| <b>1</b> | <p>Single chronic or serious health condition in a family member, but <b>all</b> of the following are true:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Able to manage the health issue and live a relatively active and healthy life</li> <li><input type="checkbox"/> Connected to appropriate health supports</li> <li><input type="checkbox"/> Educated and informed on how to manage the health issue, take medication as necessary related to the condition, and consistently follow these requirements.</li> </ul>                                                                    |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> No serious or chronic health condition</li> <li><input type="checkbox"/> If any minor health condition, they are managed appropriately</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                    |

### C. Medication

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | CLIENT SCORE: <input style="width: 100px; height: 20px;" type="text"/>                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Has anyone in your family recently been prescribed any medications by a health care professional?</li> <li>• Does anyone in your family take any medication, prescribed to them by a doctor?</li> <li>• Has anyone in your family ever had a doctor prescribe them a medication that wasn't filled or they didn't take?</li> <li>• Were any of your family's medications changed in the last month? Whose? How did that make them feel?</li> <li>• Do other people ever steal your family's medications?</li> <li>• Does anyone in your family ever sell or share their medications with other people it wasn't prescribed to?</li> <li>• How does your family store their medication and make sure they take the right medication at the right time each day?</li> <li>• What do you do if you realize someone has forgotten to take their medications?</li> <li>• Do you have any papers or documents about the medications your family takes?</li> </ul> | <p style="text-align: center; margin: 0;"><b>NOTES</b></p> <div style="border: 1px solid #e91e63; height: 200px; width: 100%;"></div> |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following for any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 30 days, started taking a prescription which <b>is</b> having any negative impact on day to day living, socialization or mood</li> <li><input type="checkbox"/> Shares or sells prescription, but keeps <b>less</b> than is sold or shared</li> <li><input type="checkbox"/> Regularly misuses medication (e.g. frequently forgets; often takes the wrong dosage; uses some or all of medication to get high)</li> <li><input type="checkbox"/> Has had a medication prescribed in the last 90 days that remains unfilled, for any reason.</li> </ul>                                                                                                                                                                                                        |
| <b>3</b> | <p><b>Any</b> of the following for any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 30 days, started taking a prescription which is <b>not</b> having any negative impact on day to day living, socialization or mood</li> <li><input type="checkbox"/> Shares or sells prescription, but keeps <b>more</b> than is sold or shared</li> <li><input type="checkbox"/> Requires intensive assistance to manage or take medication (e.g., assistance organizing in a pillbox; working with pharmacist to blister-pack; adapting the living environment to be more conducive to taking medications at the right time for the right purpose, like keeping nighttime medications on the bedside table and morning medications by the coffeemaker)</li> <li><input type="checkbox"/> Medications are stored and distributed by a third-party</li> </ul> |
| <b>2</b> | <p><b>Any</b> of the following for any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fails to take medication at the appropriate time or appropriate dosage, 1-2 times per week</li> <li><input type="checkbox"/> Self-manages medications except for requiring reminders or assistance for refills</li> <li><input type="checkbox"/> Successfully self-managing medication for fewer than 30 consecutive days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Successfully self-managing medications for more than 30, but less than 180, consecutive days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>0</b> | <p><b>Any</b> of the following is true for <b>every</b> family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No medication prescribed to them</li> <li><input type="checkbox"/> Successfully self-managing medication for 181+ consecutive days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |



**D. Substance Use**

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <i>When was the last time you had a drink or used drugs? What about the other members of your family?</i></li> <li>• <i>Anything we should keep in mind related to drugs/alcohol?</i></li> <li>• <i>How often would you say you use [substance] in a week?</i></li> <li>• <i>Ever have a doctor tell you that your health may be at risk because you drink or use drugs?</i></li> <li>• <i>Have you engaged with anyone professionally related to your substance use that we could speak with?</i></li> <li>• <i>Ever get into fights, fall down and bang your head, do things you regret later, or pass out when drinking or using other drugs?</i></li> <li>• <i>Have you ever used alcohol or other drugs in a way that may be considered less than safe?</i></li> <li>• <i>Do you ever drink mouthwash or cooking wine or hand sanitizer or anything like that?</i></li> </ul> | <div style="background-color: #e91e63; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #e91e63; height: 150px; margin-top: 5px;"></div> |

**Note: Consumption thresholds: 2 drinks per day or 14 total drinks in any one week period for men; 2 drinks per day or 9 total drinks in any one week period for women.**

**SCORING**

|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <input type="checkbox"/> An adult is in a life-threatening health situation as a direct result of substance use, <b>or</b> ,<br><input type="checkbox"/> Any family member is under the legal age but over 15 and would score a 3+, <b>or</b> ,<br><input type="checkbox"/> Any family member is under 15 and would score a 2+, <b>or</b> who first used drugs prior to age 12, <b>or</b> ,<br>In the past 30 days, <b>any</b> of the following are true for any adult in the family... <ul style="list-style-type: none"> <li><input type="checkbox"/> Substance use is almost daily (21+ times) <b>and</b> often to the point of complete inebriation</li> <li><input type="checkbox"/> Binge drinking, non-beverage alcohol use, or inhalant use 4+ times</li> <li><input type="checkbox"/> Substance use resulting in passing out 2+ times</li> </ul>                                                                                                               |
| <b>3</b> | <input type="checkbox"/> An adult is experiencing serious health impacts as a direct result of substance use, though not (yet) in a life-threatening position as a result, <b>or</b> ,<br><input type="checkbox"/> Any family member is under the legal age but over 15 and would score a 2, <b>or</b> ,<br><input type="checkbox"/> Any family member is under 15 and would score a 1, <b>or</b> who first used drugs at age 13-15, <b>or</b> ,<br>In the past 30 days, <b>any</b> of the following are true for any adult in the family... <ul style="list-style-type: none"> <li><input type="checkbox"/> Drug use reached the point of complete inebriation 12+ times</li> <li><input type="checkbox"/> Alcohol use usually exceeded the consumption thresholds (at least 5+ times), but usually not to the point of complete inebriation</li> <li><input type="checkbox"/> Binge drinking, non-beverage alcohol use, or inhalant use occurred 1-3 times</li> </ul> |
| <b>2</b> | <input type="checkbox"/> Any family member is under the legal age but over 15 and would otherwise score 1, <b>or</b> ,<br>In the past 30 days, <b>any</b> of the following are true for any adult in the family... <ul style="list-style-type: none"> <li><input type="checkbox"/> Drug use reached the point of complete inebriation fewer than 12 times</li> <li><input type="checkbox"/> Alcohol use exceeded the consumption thresholds fewer than 5 times</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>1</b> | <input type="checkbox"/> In the past 365 days, no alcohol use beyond consumption thresholds, <b>or</b> ,<br><input type="checkbox"/> If making claims to sobriety, no substance use in the past 30 days                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>0</b> | <input type="checkbox"/> In the past 365 days, no substance use                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

### E. Experience of Abuse & Trauma of Parents

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | CLIENT SCORE: <input style="width: 100px;" type="text"/> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| NOTES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                          |
| <p><b>*To avoid re-traumatizing the individual, ask selected approved questions as written. Do not probe for details of the trauma/abuse. This section is entirely self-reported.</b></p> <p><b>*Because this section is self-reported, if there are more than one parent present, they should each be asked individually.</b></p> <ul style="list-style-type: none"> <li>• “I don’t need you to go into any details, but has there been any point in your life where you experienced emotional, physical, sexual or psychological abuse?”</li> <li>• “Are you currently or have you ever received professional assistance to address that abuse?”</li> <li>• “Does the experience of abuse or trauma impact your day to day living in any way?”</li> <li>• “Does the experience of abuse or trauma impact your ability to hold down a job, maintain housing or engage in meaningful relationships with friends or family?”</li> <li>• “Have you ever found yourself feeling or acting in a certain way that you think is caused by a history of abuse or trauma?”</li> <li>• “Have you ever become homeless as a direct result of experiencing abuse or trauma?”</li> </ul> |                                                          |

| SCORING                      |                                                                                                                                                                                                                                                                                  |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4                            | <input type="checkbox"/> A reported experience of abuse or trauma, believed to be a direct cause of their homelessness                                                                                                                                                           |
| 3                            | <input type="checkbox"/> The experience of abuse or trauma is <b>not</b> believed to be a direct cause of homelessness, but abuse or trauma (experienced before, during, or after homelessness) <b>is</b> impacting daily functioning and/or ability to get out of homelessness  |
| <b>Any</b> of the following: |                                                                                                                                                                                                                                                                                  |
| 2                            | <input type="checkbox"/> A reported experience of abuse or trauma, but is not believed to impact daily functioning and/or ability to get out of homelessness<br><input type="checkbox"/> Engaged in therapeutic attempts at recovery, but does not consider self to be recovered |
| 1                            | <input type="checkbox"/> A reported experience of abuse or trauma, and considers self to be recovered                                                                                                                                                                            |
| 0                            | <input type="checkbox"/> No reported experience of abuse or trauma                                                                                                                                                                                                               |

### F. Risk of Harm to Self or Others

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Does anyone in your family have thoughts about hurting themselves or anyone else? Have they ever acted on these thoughts? When was the last time? What was occurring when that happened?</li> <li>• Has anyone in your family ever received professional help – including maybe a stay at hospital – as a result of thinking about or attempting to hurt themselves or others? How long ago was that? Does that happen often?</li> <li>• Has anyone in your family recently left a situation you felt was abusive or unsafe? How long ago was that?</li> <li>• Has anyone in your family been in any fights recently – whether they started it or someone else did? How long ago was that? How often do they get into fights?</li> </ul> | <div style="background-color: #e91e63; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #e91e63; height: 150px;"></div> |

SCORING

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4 | <p><b>Any</b> of the following for any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 90 days, left an abusive situation</li> <li><input type="checkbox"/> In the past 30 days, attempted, threatened, or actually harmed self or others</li> <li><input type="checkbox"/> In the past 30 days, involved in a physical altercation (instigator or participant)</li> </ul>                                                                                                                         |
| 3 | <p><b>Any</b> of the following for any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 180 days, left an abusive situation, but no exposure to abuse in the past 90 days</li> <li><input type="checkbox"/> Most recently attempted, threatened, or actually harmed self or others in the past 180 days, but not in the past 30 days</li> <li><input type="checkbox"/> In the past 365 days, involved in a physical altercation (instigator or participant), but not in the past 30 days</li> </ul> |
| 2 | <p><b>Any</b> of the following for any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, left an abusive situation, but no exposure to abuse in the past 180 days</li> <li><input type="checkbox"/> Most recently attempted, threatened, or actually harmed self or others in the past 365 days, but not in the past 180 days</li> <li><input type="checkbox"/> 366+ days ago, 4+ involvements in physical alterations</li> </ul>                                                          |
| 1 | <ul style="list-style-type: none"> <li><input type="checkbox"/> 366+ days ago, a family member had 1-3 involvements in physical alterations</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                            |
| 0 | <ul style="list-style-type: none"> <li><input type="checkbox"/> Whole family reports no instance of harming self, being harmed, or harming others</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                      |

### G. Involvement in Higher Risk and/or Exploitive Situations

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | CLIENT SCORE: <input style="width: 100px;" type="text"/> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <i>[Observe, don't ask] Any abscesses or track marks from injection substance use?</i></li> <li>• <i>Does anybody force or trick people in your family to do things that they don't want to do?</i></li> <li>• <i>Do you or anyone in your family ever do stuff that could be considered dangerous like drinking until they pass out outside, or delivering drugs for someone, having sex without a condom with a casual partner, or anything like that?</i></li> <li>• <i>Does anyone in your family ever find themselves in situations that may be considered at a high risk for violence?</i></li> <li>• <i>Does your family ever sleep outside? How do you dress and prepare for that? Where do you tend to sleep?</i></li> </ul> | <b>NOTES</b>                                             |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                    |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 180 days, family engaged in a total of 10+ higher risk and/or exploitive events</li> <li><input type="checkbox"/> In the past 90 days, any member of the family left an abusive situation</li> </ul>                               |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 180 days, family engaged in a total of 4-9 higher risk and/or exploitive events</li> <li><input type="checkbox"/> In the past 180 days, any member of the family left an abusive situation, but not in the past 90 days</li> </ul> |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 180 days, family engaged in a total of 1-3 higher risk and/or exploitive events</li> <li><input type="checkbox"/> 181+ days ago, any member of the family left an abusive situation</li> </ul>                                     |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Any involvement in higher risk and/or exploitive situations by any member of the family occurred more than 180 days ago but less than 365 days ago</li> </ul>                                                                                                                      |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, no involvement by any family member in higher risk and/or exploitive events</li> </ul>                                                                                                                                                                       |

## H. Interaction with Emergency Services

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How often does your family go to emergency rooms?</li> <li>• How many times have you had the police speak to members of your family over the past 180 days?</li> <li>• Has anyone in your family used an ambulance or needed the fire department at any time in the past 180 days?</li> <li>• How many times have members of your family called or visited a crisis team or a crisis counselor in the last 180 days?</li> <li>• How many times have you or anyone in your family been admitted to hospital in the last 180 days? How long did they stay?</li> </ul> | <div style="background-color: #e91e63; color: white; padding: 5px; text-align: center; font-weight: bold;">NOTES</div> <div style="border: 1px solid #e91e63; height: 150px; margin-top: 5px;"></div> |

**Note: Emergency service use includes: admittance to emergency room/department; hospitalizations; trips to a hospital in an ambulance; crisis service, distress centers, suicide prevention service, sexual assault crisis service, sex worker crisis service, or similar service; interactions with police for the purpose of law enforcement; interactions with fire service in emergency situations.**

| SCORING |                                                                                                                                               |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| 4       | <input type="checkbox"/> In the past 180 days, cumulative family total of 10+ interactions with emergency services                            |
| 3       | <input type="checkbox"/> In the past 180 days, cumulative family total of 4-9 interactions with emergency services                            |
| 2       | <input type="checkbox"/> In the past 180 days, cumulative family total of 1-3 interactions with emergency services                            |
| 1       | <input type="checkbox"/> Any interaction with emergency services by family members occurred more than 180 days ago but less than 365 days ago |
| 0       | <input type="checkbox"/> In the past 365 days, no interaction with emergency services                                                         |

**I. Legal**

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | CLIENT SCORE: <input style="width: 100px; height: 20px;" type="text"/>                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Does your family have any “legal stuff” going on?</li> <li>• Has anyone in your family had a lawyer assigned to them by a court?</li> <li>• Does anyone in your family have any upcoming court dates? Do you think there’s a chance someone in your family will do time?</li> <li>• Any outstanding fines?</li> <li>• Has anyone in your family paid any fines in the last 12 months for anything?</li> <li>• Has anyone in your family done any community service in the last 12 months?</li> <li>• Is anybody expecting someone in your family to do community service for anything right now?</li> <li>• Did your family have any legal stuff in the last year that got dismissed?</li> <li>• Is your family’s housing at risk in any way right now because of legal issues?</li> </ul> | <p><b>NOTES</b></p> <div style="border: 1px solid #c00000; height: 200px; width: 100%;"></div> |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following among any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in fines of \$500+</li> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in incarceration of 3+ months (cumulatively), inclusive of any time held on remand</li> </ul>                                                       |
| <b>3</b> | <p><b>Any</b> of the following among any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in fines less than \$500</li> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in incarceration of less than 90 days (cumulatively), inclusive of any time held on remand</li> </ul>                                         |
| <b>2</b> | <p><b>Any</b> of the following among any family member:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, relatively minor legal issue has occurred and was resolved through community service or payment of fine(s)</li> <li><input type="checkbox"/> Currently outstanding relatively minor legal issue that is unlikely to result in incarceration (but may result in community service)</li> </ul> |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> There are no current legal issues among family members, <b>and</b> any legal issues that have historically occurred have been resolved without community service, payment of fine, or incarceration</li> </ul>                                                                                                                                                                 |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> No family member has had any legal issues within the past 365 days, <b>and</b> currently no conditions of release</li> </ul>                                                                                                                                                                                                                                                   |

## J. Managing Tenancy

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <i>Is your family currently homeless?</i></li> <li>• <i>[If the family is housed] Does your family have an eviction notice?</i></li> <li>• <i>[If the family is housed] Do you think that your family's housing is at risk?</i></li> <li>• <i>How is your family's relationship with your neighbors?</i></li> <li>• <i>How does your family normally get along with landlords?</i></li> <li>• <i>How has your family been doing with taking care of your place?</i></li> </ul> | <div style="background-color: #c00000; color: white; text-align: center; padding: 2px;"><b>NOTES</b></div> <div style="border: 1px solid #c00000; height: 150px;"></div> |

**Note: Housing matters include: conflict with landlord and/or neighbors, damages to the unit, payment of rent on time and in full. Payment of rent through a third party is not considered to be a short-coming or deficiency in the ability to pay rent.**

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Currently homeless</li> <li><input type="checkbox"/> In the next 30 days, will be re-housed or return to homelessness</li> <li><input type="checkbox"/> In the past 365 days, was re-housed 6+ times</li> <li><input type="checkbox"/> In the past 90 days, support worker(s) have been cumulatively involved 10+ times with housing matters</li> </ul>                                                          |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the next 60 days, will be re-housed or return to homelessness, but not in next 30 days</li> <li><input type="checkbox"/> In the past 365 days, was re-housed 3-5 times</li> <li><input type="checkbox"/> In the past 90 days, support worker(s) have been cumulatively involved 4-9 times with housing matters</li> </ul>                                                                                     |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, was re-housed 2 times</li> <li><input type="checkbox"/> In the past 180 days, was re-housed 1+ times, but not in the past 60 days</li> <li><input type="checkbox"/> Continuously housed for at least 90 days but not more than 180 days</li> <li><input type="checkbox"/> In the past 90 days, support worker(s) have been cumulatively involved 1-3 times with housing matters</li> </ul> |
| <b>1</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, was re-housed 1 time</li> <li><input type="checkbox"/> Continuously housed, with no assistance on housing matters, for at least 180 days but not more than 365 days</li> </ul>                                                                                                                                                                                                             |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Continuously housed, with no assistance on housing matters, for at least 365 days</li> </ul>                                                                                                                                                                                                                                                                                                                                                         |

### K. Personal Administration & Money Management

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>PROMPTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>CLIENT SCORE:</b> <input style="width: 100px;" type="text"/> |
| <ul style="list-style-type: none"> <li>• How are you and your family with taking care of money?</li> <li>• How are you and your family with paying bills on time and taking care of other financial stuff?</li> <li>• Does anyone in your family have any street debts or drug or gambling debts?</li> <li>• Is there anybody that thinks anyone in your family owes them money?</li> <li>• Do you budget every single month for every single thing your family needs? Including cigarettes? Booze? Drugs?</li> <li>• Does your family try to pay your rent before paying for anything else?</li> <li>• Is anyone in your family behind in any payments like child support or student loans or anything like that?</li> </ul> | <b>NOTES</b>                                                    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                 |

| <b>SCORING</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4              | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No family income (including formal and informal sources)</li> <li><input type="checkbox"/> Substantial real or perceived debts of \$1,000+, past due or requiring monthly payments</li> </ul> <p><b>Or</b>, for the person who normally handles the household's finances, <b>any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cannot create or follow a budget, regardless of supports provided</li> <li><input type="checkbox"/> Does not comprehend financial obligations</li> <li><input type="checkbox"/> Not aware of the full amount spent on substances, if the household includes a substance user</li> </ul> |
| 3              | <p><input type="checkbox"/> Real or perceived debts of \$999 or less, past due or requiring monthly payments, <b>or</b></p> <p>For the person who normally handles the household's finances, <b>any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Requires intensive assistance to create and manage a budget (including any legally mandated guardian/trustee that provides assistance or manages access to money)</li> <li><input type="checkbox"/> Only understands their financial obligations with the assistance of a 3rd party</li> <li><input type="checkbox"/> Not budgeting for substance use, if the household includes a substance user</li> </ul>                                                             |
| 2              | <p><input type="checkbox"/> In the past 365 days, source of family income has changed 2+ times, <b>or</b></p> <p>For the person who normally handles the household's finances, <b>any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Budgeting to the best of ability (including formal and informal sources), but still short of money every month for essential needs</li> <li><input type="checkbox"/> Voluntarily receives assistance creating and managing a budget or restricts access to their own money (e.g. guardian/trusteeship)</li> <li><input type="checkbox"/> Self-managing financial resources and taking care of associated administrative tasks for less than 90 days</li> </ul>                         |
| 1              | <p><input type="checkbox"/> The person who normally handles the household's finances has been self-managing financial resources and taking care of associated administrative tasks for at least 90 days, but for less than 180 days</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 0              | <p><input type="checkbox"/> The person who normally handles the household's finances has been self-managing financial resources and taking care of associated administrative tasks for at least 180 days</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |



### L. Social Relationships & Networks

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | CLIENT SCORE: <input style="width: 100px;" type="text"/> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Tell me about your family’s friends, extended family or other people in your life.</li> <li>• How often do you get together or chat with family friends?</li> <li>• When your family goes to doctor’s appointments or meet with other professionals like that, what is that like?</li> <li>• Are there any people in your life that you feel are just using you, or someone else in your family?</li> <li>• Are there any of your family’s closer friends that you feel are always asking you for money, smokes, drugs, food or anything like that?</li> <li>• Have you ever had people crash at your place that you did not want staying there?</li> <li>• Have you ever been threatened with an eviction or lost a place because of something that friends or extended family did in your apartment?</li> <li>• Have you ever been concerned about not following your lease agreement because of friends or extended family?</li> </ul> | <b>NOTES</b>                                             |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Currently homeless and would classify most of friends and family as homeless</li> <li><input type="checkbox"/> Friends, family or other people are placing security of housing at imminent risk, <b>or</b> impacting life, wellness, or safety</li> <li><input type="checkbox"/> In the past 90 days, left an exploitive, abusive or dependent relationship</li> <li><input type="checkbox"/> No friends or family and any family member demonstrates an inability to follow social norms</li> </ul>                                                                                                                                                                                                                                                                           |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Currently homeless, and would classify some of friends as housed, while some are homeless</li> <li><input type="checkbox"/> In the past 90-180 days, left an exploitive, abusive or dependent relationship</li> <li><input type="checkbox"/> Friends, family or other people are having some negative consequences on wellness or housing stability</li> <li><input type="checkbox"/> No friends or family but all family members demonstrate ability to follow social norms</li> <li><input type="checkbox"/> Any family member is meeting new people with an intention of forming friendships</li> <li><input type="checkbox"/> Any family member is reconnecting with previous friends or family members, but experiencing difficulty advancing the relationship</li> </ul> |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Currently homeless, and would classify friends and family as being housed</li> <li><input type="checkbox"/> More than 180 days ago, left an exploitive, abusive or dependent relationship</li> <li><input type="checkbox"/> Any family member is developing relationships with new people but not yet fully trusting them</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has been housed for less than 180 days, <b>and</b> family is engaged with friends or family, who are having no negative consequences on the individual’s housing stability</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has been housed for at least 180 days, <b>and</b> family is engaged with friends or family, who are having no negative consequences on the individual’s housing stability</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

### M. Self Care & Daily Living Skills of Family Head

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Do you have any worries about taking care of yourself or your family?</li> <li>• Do you have any concerns about cooking, cleaning, laundry or anything like that?</li> <li>• Does anyone in your family ever need reminders to do things like shower or clean up?</li> <li>• Describe your family's last apartment.</li> <li>• Do you know how to shop for nutritious food on a budget?</li> <li>• Do you know how to make low cost meals that can result in leftovers to freeze or save for another day?</li> <li>• Do you tend to keep all of your family's clothes clean?</li> <li>• Have you ever had a problem with mice or other bugs like cockroaches as a result of a dirty apartment?</li> <li>• When you have had a place where you have made a meal, do you tend to clean up dishes and the like before they get crusty?</li> </ul> | <b>NOTES</b><br><div style="border: 1px solid #e91e63; height: 150px; width: 100%;"></div> |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following for head(s) of household:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No insight into how to care for themselves, their apartment or their surroundings</li> <li><input type="checkbox"/> Currently homeless and relies upon others to meet basic needs (e.g. access to shelter, showers, toilet, laundry, food, and/or clothing) on an almost daily basis</li> <li><input type="checkbox"/> Engaged in hoarding or collecting behavior and is not aware that it is an issue in her/his life</li> </ul>                                                                    |
| <b>3</b> | <p><b>Any</b> of the following for head(s) of household:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Has insight into some areas of how to care for themselves, their apartment or their surroundings, but misses other areas because of lack of insight</li> <li><input type="checkbox"/> In the past 180 days, relied upon others to meet basic needs (e.g. access to shelter, showers, toilet, laundry, food, and/or clothing), 14+ days in any 30-day period</li> <li><input type="checkbox"/> Engaged in hoarding or collecting behavior and is aware that it is an issue in her/his life</li> </ul> |
| <b>2</b> | <p><b>Any</b> of the following for head(s) of household:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fully aware and has insight in all that is required to take care of themselves, their apartment and their surroundings, but has not yet mastered the skills or time management to fully execute this on a regular basis</li> <li><input type="checkbox"/> In the past 180 days, relied upon others to meet basic needs (e.g. access to shelter, showers, toilet, laundry, food, and/or clothing), fewer than 14 days in every 30-day period</li> </ul>                                               |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, family accessed community resources 4 or fewer times, <b>and</b> head of household is fully taking care of all the family's daily needs</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> For the past 365+ days, fully taking care of all the family's daily needs independently</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## N. Meaningful Daily Activity

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How does your family spend their days?</li> <li>• How does your family spend their free time?</li> <li>• Do these things make your family feel happy/fulfilled?</li> <li>• How many days a week would you say members of your family have things to do that make them feel happy/fulfilled?</li> <li>• How much time in a week would you or members of your family say they are totally bored?</li> <li>• When people in your family wake up in the morning, do they tend to have an idea of what they plan to do that day?</li> <li>• How much time in a week would you say members of your family spend doing stuff to fill up the time rather than doing things that they love?</li> <li>• Are there any things that get in the way of your family doing the sorts of activities they would like to be doing?</li> </ul> | <div style="background-color: #c00000; color: white; padding: 5px; text-align: center; font-weight: bold;">NOTES</div> <div style="border: 1px solid #c00000; height: 200px; margin-top: 5px;"></div> |

| SCORING |                                                                                                                                                                                                                                                                                                                                   |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4       | <input type="checkbox"/> Any member of the family has no planned, legal activities described as providing fulfillment or happiness                                                                                                                                                                                                |
| 3       | <input type="checkbox"/> Any member of the family is discussing, exploring, signing up for and/or preparing for new activities or to re-engage with planned, legal activities that used to provide fulfillment or happiness                                                                                                       |
| 2       | <input type="checkbox"/> Some members of the family are attempting new or re-engaging with planned, legal activities that used to provide fulfillment or happiness, but uncertain that activities selected are currently providing fulfillment or happiness, <b>or</b> they are not fully committed to continuing the activities. |
| 1       | <input type="checkbox"/> Each family member has planned, legal activities described as providing fulfillment or happiness 1-3 days per week                                                                                                                                                                                       |
| 0       | <input type="checkbox"/> Each family member has planned, legal activities described as providing fulfillment or happiness 4+ days per week                                                                                                                                                                                        |

## O. History of Homelessness & Housing

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How long has your family been homeless?</li> <li>• How many times has your family experienced homelessness other than this most recent time?</li> <li>• Has your family spent any time sleeping on a friend's couch or floor? And if so, during those times did you consider that to be your family's permanent address?</li> <li>• Has your family ever spent time sleeping in a car, alleyway, garage, barn, bus shelter, or anything like that?</li> <li>• Has your family ever spent time sleeping in an abandoned building?</li> <li>• Was anyone in your family ever been in hospital or jail for a period of time when they didn't have a permanent address to go to when they got out?</li> </ul> | <div style="background-color: #c00000; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #c00000; height: 150px; margin-top: 5px;"></div> |

| SCORING  |                                                                                                                             |
|----------|-----------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <input type="checkbox"/> Over the past 10 years, cumulative total of 5+ years of family homelessness                        |
| <b>3</b> | <input type="checkbox"/> Over the past 10 years, cumulative total of 2+ years but fewer than 5 years of family homelessness |
| <b>2</b> | <input type="checkbox"/> Over the past 4 years, cumulative total of 30+ days but fewer than 2 years of family homelessness  |
| <b>1</b> | <input type="checkbox"/> Over the past 4 years, cumulative total of 7+ days but fewer than 30 days of family homelessness   |
| <b>0</b> | <input type="checkbox"/> Over the past 4 years, cumulative total of 7 or fewer days of family homelessness                  |

## P. Parental Engagement

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Walk me through a typical evening after school in your family.</li> <li>• Tell me about what role, if any, the older kids have with the younger kids. Do they babysit? Walk them to school? Bathe or put the younger kids to bed?</li> <li>• Does your family have play time together? What kinds of things do you do and how often do you do it?</li> <li>• Let's pick a day like a Saturday...do you know where your kids are the entire day and whom they are out with all day?</li> </ul> | <div style="background-color: #e91e63; color: white; padding: 5px; text-align: center; font-weight: bold;">NOTES</div> <div style="border: 1px solid #e91e63; height: 150px; margin-top: 5px;"></div> |

**Note:** In this section, a child is considered “supervised” when the parent has knowledge of the child’s whereabouts, the child is in an age-appropriate environment, and the child is engaged with the parent or another responsible adult. “Caretaking tasks” are tasks that may be expected by a parent/caregiver such as getting children to/from school, preparing meals, bathing children, putting children to bed, etc.

| SCORING |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4       | <input type="checkbox"/> No sense of parental attachment and responsibility<br><input type="checkbox"/> No meaningful family time together<br><input type="checkbox"/> Children 12 and younger are unsupervised 3+ hours each day<br><input type="checkbox"/> Children 13 and older are unsupervised 4+ hours each day<br><input type="checkbox"/> In families with 2+ children, the older child performs caretaking tasks 5+ days/week                                                                  |
| 3       | <input type="checkbox"/> Weak sense of parental attachment and responsibility<br><input type="checkbox"/> Meaningful family activities occur 1-4 times in a month<br><input type="checkbox"/> Children 12 and younger are unsupervised 1-3 hours each day<br><input type="checkbox"/> Children 13 and older are unsupervised 2-4 hours each day<br><input type="checkbox"/> In families with 2+ children, the older child performs caretaking tasks 3-4 days/week                                        |
| 2       | <input type="checkbox"/> Sense of parental attachment and responsibility, but not consistently applied<br><input type="checkbox"/> Meaningful family activities occur 1-2 days per week<br><input type="checkbox"/> Children 12 and younger are unsupervised fewer than 1 hour each day<br><input type="checkbox"/> Children 13 and older are unsupervised 1-2 hours each day<br><input type="checkbox"/> In families with 2+ children, the older child performs caretaking tasks fewer than 2 days/week |
| 1       | <input type="checkbox"/> Strong sense of parental attachment and responsibility towards their children<br><input type="checkbox"/> Meaningful family activities occur 3-6 days of the week<br><input type="checkbox"/> Children 12 and younger are never unsupervised<br><input type="checkbox"/> Children 13 and older are unsupervised no more than an hour each day                                                                                                                                   |
| 0       | <input type="checkbox"/> Strong sense of attachment and responsibility towards their children<br><input type="checkbox"/> Meaningful family activities occur daily<br><input type="checkbox"/> Children are never unsupervised                                                                                                                                                                                                                                                                           |

**Q. Stability/Resiliency of the Family Unit**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| <b>PROMPTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>CLIENT SCORE:</b> <input style="width: 100px; height: 20px;" type="text"/> |
| <ul style="list-style-type: none"> <li>• <i>Over the past year have there been any different adults staying with the family like a family friend, grandparent, aunt or that sort of thing? If so, can you tell me when and for how long and the changes that have occurred?</i></li> <li>• <i>Other than kids being taken into care, have there been any instances where any child has gone to stay with another family member or family friend for any length of time? Can you tell me how many times, when and for how long that happened?</i></li> </ul> | <b>NOTES</b>                                                                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                               |

| <b>SCORING</b> |                                                                                                                                                                                                                                                                                                                                      |
|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>       | <p>In the past 365 days, <b>any</b> of the following have occurred:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Parental arrangements and/or other adult relative within the family have changed 4+ times</li> <li><input type="checkbox"/> Children have left or returned to the family 4+ times</li> </ul> |
| <b>3</b>       | <p>In the past 365 days, <b>any</b> of the following have occurred:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Parental arrangements and/or other adult relatives within the family have changed 3 times</li> <li><input type="checkbox"/> Children have left or returned to the family 3 times</li> </ul>  |
| <b>2</b>       | <p>In the past 365 days, <b>any</b> of the following have occurred:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Parental arrangements and/or other adult relatives within the family have changed 2 times</li> <li><input type="checkbox"/> Children have left or returned to the family 2 times</li> </ul>  |
| <b>1</b>       | <p>In the past 365 days, <b>any</b> of the following have occurred:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Parental arrangements and/or other adult relatives within the family have changed 1 time</li> <li><input type="checkbox"/> Children have left or returned to the family 1 time</li> </ul>    |
| <b>0</b>       | <p>In the past 365 days, <b>any</b> of the following have occurred:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No change in parental arrangements and/or other adult relatives within the family</li> <li><input type="checkbox"/> Children have not left or returned to the family</li> </ul>              |

## R. Needs of Children

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Please tell me about the attendance at school of your school-aged children.</li> <li>• Any health issues with your children?</li> <li>• Any times of separation between your children and parents?</li> <li>• Without going into detail, have any of your children experienced or witnessed emotional, physical, sexual or psychological abuse?</li> <li>• Have your children ever accessed professional assistance to address that abuse?</li> </ul> | <div style="background-color: #e91e63; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #e91e63; height: 200px;"></div> |

**SCORING**

|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the last 90 days, children needed to live with friends or family for 15+ days in any month</li> <li><input type="checkbox"/> School-aged children are not currently enrolled in school</li> <li><input type="checkbox"/> Any member of the family, including children, is currently escaping an abusive situation</li> <li><input type="checkbox"/> The family is homeless</li> </ul>                |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the last 90 days, children needed to live with friends or family for 7-14 days in any month</li> <li><input type="checkbox"/> School-aged children typically miss 3+ days of school per week for reasons other than illness</li> <li><input type="checkbox"/> In the last 180 days, any child(ren) in the family has experienced an abusive situation that has since ended</li> </ul>                |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the last 90 days, children needed to live with friends or family for 1-6 days in any month</li> <li><input type="checkbox"/> School-aged children typically miss 2 days of school per week for reasons other than illness</li> <li><input type="checkbox"/> In the past 365 days, any child(ren) in the family has experienced an abusive situation that has ended more than 180 days ago</li> </ul> |
| <b>1</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the last 365 days, children needed to live with friends or family for 7+ days in any month, but not in the last 90 days</li> <li><input type="checkbox"/> School-aged children typically miss 1 day of school per week for reasons other than illness</li> </ul>                                                                                                                                     |
| <b>0</b> | <p><b>All</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the last 365 days, children needed to live with friends or family for fewer than 7 days in every month</li> <li><input type="checkbox"/> School-aged children maintain consistent attendance at school</li> <li><input type="checkbox"/> There is no evidence of children in the home having experienced or witnessed abuse</li> <li><input type="checkbox"/> The family is housed</li> </ul>        |

### S. Size of Family Unit

| PROMPTS                                                                                                                                                                                                                                         | CLIENT SCORE: <input style="width: 100px;" type="text"/> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• I just want to make sure I understand how many kids there are, the gender of each and their age. Can you take me through that again?</li> <li>• Is anyone in the family currently pregnant?</li> </ul> | <b>NOTES</b>                                             |

| SCORING  |                                                                                                                                                                                                          |                                                                                                                                                 |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
|          | FOR ONE-PARENT FAMILIES:                                                                                                                                                                                 | FOR TWO-PARENT FAMILIES:                                                                                                                        |
| <b>4</b> | <b>Any</b> of the following:<br><input type="checkbox"/> A pregnancy in the family<br><input type="checkbox"/> At least one child aged 0-6<br><input type="checkbox"/> Three or more children of any age | <b>Any</b> of the following:<br><input type="checkbox"/> A pregnancy in the family<br><input type="checkbox"/> Four or more children of any age |
| <b>3</b> | <b>Any</b> of the following:<br><input type="checkbox"/> At least one child aged 7-11<br><input type="checkbox"/> Two children of any age                                                                | <b>Any</b> of the following:<br><input type="checkbox"/> At least one child aged 0-6<br><input type="checkbox"/> Three children of any age      |
| <b>2</b> | <input type="checkbox"/> At least one child aged 12-15.                                                                                                                                                  | <b>Any</b> of the following:<br><input type="checkbox"/> At least one child aged 7-11<br><input type="checkbox"/> Two children of any age       |
| <b>1</b> | <input type="checkbox"/> At least one child aged 16 or older.                                                                                                                                            | <input type="checkbox"/> At least one child aged 12 or older                                                                                    |
| <b>0</b> | <input type="checkbox"/> Children have been permanently removed from the family and the household is transitioning to services for singles or couples without children                                   |                                                                                                                                                 |



### T. Interaction with Child Protective Services and/or Family Court

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                             | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Any matters being considered by a judge right now as it pertains to any member of your family?</li> <li>• Have any of your children spent time in care? When was that? For how long were they in care? When did you get them back?</li> <li>• Has there ever been an investigation by someone in child welfare into the matters of your family?</li> </ul> | <div style="background-color: #c00000; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #c00000; height: 200px;"></div> |

**SCORING**

|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 90 days, interactions with child protective services have occurred</li> <li><input type="checkbox"/> In the past 365 days, one or more children have been removed from parent’s custody that have <b>not</b> been reunited with the family at least four days per week</li> <li><input type="checkbox"/> There are issues still be decided or considered within family court</li> </ul>                                                            |
| <b>3</b> | <p>In the past 180 days, <b>any</b> of the following have occurred:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Interactions with child protective services have occurred, but not within the past 90 days</li> <li><input type="checkbox"/> One or more children have been removed from parent’s custody through child protective services (non-voluntary) <b>and</b> the child(ren) has been reunited with the family four or more days per week;</li> <li><input type="checkbox"/> Issues have been resolved in family court</li> </ul> |
| <b>2</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, interactions with child protective services have occurred, but not within the past 180 days, and there are no active issues, concerns or investigations</li> </ul>                                                                                                                                                                                                                                                                                                           |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> No interactions with child protective services have occurred, within the past 365 days, and there are no active issues, concerns or investigations.</li> </ul>                                                                                                                                                                                                                                                                                                                                     |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> There have been no serious interactions with child protective services because of parenting concerns</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                    |

**FAMILY SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (F-SPDAT)**

FAMILIES

VERSION 2.01

|                |                |                 |              |
|----------------|----------------|-----------------|--------------|
| <b>Client:</b> | <b>Worker:</b> | <b>Version:</b> | <b>Date:</b> |
|----------------|----------------|-----------------|--------------|

| COMPONENT                                                      | SCORE | COMMENTS |
|----------------------------------------------------------------|-------|----------|
| <b>MENTAL HEALTH &amp; WELLNESS AND COGNITIVE FUNCTIONING</b>  |       |          |
| <b>PHYSICAL HEALTH &amp; WELLNESS</b>                          |       |          |
| <b>MEDICATION</b>                                              |       |          |
| <b>SUBSTANCE USE</b>                                           |       |          |
| <b>EXPERIENCE OF ABUSE AND/OR TRAUMA</b>                       |       |          |
| <b>RISK OF HARM TO SELF OR OTHERS</b>                          |       |          |
| <b>INVOLVEMENT IN HIGHER RISK AND/OR EXPLOITIVE SITUATIONS</b> |       |          |
| <b>INTERACTION WITH EMERGENCY SERVICES</b>                     |       |          |

**FAMILY SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (F-SPDAT)**

FAMILIES

VERSION 2.01

|                |                |                 |              |
|----------------|----------------|-----------------|--------------|
| <b>Client:</b> | <b>Worker:</b> | <b>Version:</b> | <b>Date:</b> |
|----------------|----------------|-----------------|--------------|

| COMPONENT                                  | SCORE | COMMENTS |
|--------------------------------------------|-------|----------|
| LEGAL INVOLVEMENT                          |       |          |
| MANAGING TENANCY                           |       |          |
| PERSONAL ADMINISTRATION & MONEY MANAGEMENT |       |          |
| SOCIAL RELATIONSHIPS & NETWORKS            |       |          |
| SELF-CARE & DAILY LIVING SKILLS            |       |          |
| MEANINGFUL DAILY ACTIVITIES                |       |          |
| HISTORY OF HOUSING & HOMELESSNESS          |       |          |

**FAMILY SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (F-SPDAT)**

FAMILIES

VERSION 2.01

|                |                |                 |              |
|----------------|----------------|-----------------|--------------|
| <b>Client:</b> | <b>Worker:</b> | <b>Version:</b> | <b>Date:</b> |
|----------------|----------------|-----------------|--------------|

| COMPONENT                                                       | SCORE | COMMENTS |
|-----------------------------------------------------------------|-------|----------|
| PARENTAL ENGAGEMENT                                             |       |          |
| STABILITY/RESILIENCY OF THE FAMILY UNIT                         |       |          |
| NEEDS OF CHILDREN                                               |       |          |
| SIZE OF FAMILY                                                  |       |          |
| INTERACTION WITH CHILD PROTECTIVE SERVICES AND/ OR FAMILY COURT |       |          |
| TOTAL                                                           |       |          |

## Administration

|                                               |                                 |                                                                                                       |
|-----------------------------------------------|---------------------------------|-------------------------------------------------------------------------------------------------------|
| <b>Interviewer's Name</b><br>_____            | <b>Agency</b><br>_____          | <input type="checkbox"/> Team<br><input type="checkbox"/> Staff<br><input type="checkbox"/> Volunteer |
| <b>Survey Date</b><br>DD/MM/YYYY ___/___/____ | <b>Survey Time</b><br>___ : ___ | <b>Survey Location</b><br>_____                                                                       |

## Opening Script

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

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

## Basic Information

|                                                                          |                          |                                                                                           |
|--------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------|
| <b>First Name</b><br>_____                                               | <b>Nickname</b><br>_____ | <b>Last Name</b><br>_____                                                                 |
| <b>In what language do you feel best able to express yourself?</b> _____ |                          |                                                                                           |
| <b>Date of Birth</b><br>DD/MM/YYYY ___/___/____                          | <b>Age</b><br>_____      | <b>Social Security Number</b><br>_____                                                    |
|                                                                          |                          | <b>Consent to participate</b><br><input type="checkbox"/> Yes <input type="checkbox"/> No |

**IF THE PERSON IS 17 YEARS OF AGE OR LESS, THEN SCORE 1.**

**SCORE:**

## A. History of Housing and Homelessness

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

- Shelters                       **Couch surfing**                       **Other (specify):**  
 Transitional Housing     **Outdoors**  
 Safe Haven                       **Refused**                      \_\_\_\_\_

**IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1.** **SCORE:**

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

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

**IF THE PERSON HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1.** **SCORE:**

## B. Risks

4. In the past six months, how many times have you...

- a) Received health care at an emergency department/room? \_\_\_\_\_  Refused  
 b) Taken an ambulance to the hospital? \_\_\_\_\_  Refused  
 c) Been hospitalized as an inpatient? \_\_\_\_\_  Refused  
 d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? \_\_\_\_\_  Refused  
 e) Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along? \_\_\_\_\_  Refused  
 f) Stayed one or more nights in a holding cell, jail, prison or juvenile detention, whether it was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? \_\_\_\_\_  Refused

**IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE.** **SCORE:**

5. Have you been attacked or beaten up since you've become homeless?  **Y**  N  Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM.** **SCORE:**

7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live?  **Y**  N  Refused
8. Were you ever incarcerated when younger than age 18?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR LEGAL ISSUES.** **SCORE:**

9. Does anybody force or trick you to do things that you do not want to do?  **Y**  N  Refused
10. Do you ever do things that may be considered to be risky like exchange sex for money, food, drugs, or a place to stay, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.** **SCORE:**

### C. Socialization & Daily Functioning

11. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money?  **Y**  N  Refused
12. Do you get any money from the government, an inheritance, an allowance, working under the table, a regular job, or anything like that?  Y  **N**  Refused

**IF "YES" TO QUESTION 11 OR "NO" TO QUESTION 12, THEN SCORE 1 FOR MONEY MANAGEMENT.** **SCORE:**

13. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled?  Y  **N**  Refused

**IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY.** **SCORE:**

14. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that?  Y  **N**  Refused

**IF "NO," THEN SCORE 1 FOR SELF-CARE.** **SCORE:**

15. Is your current lack of stable housing...

- a) Because you ran away from your family home, a group home or a foster home?  **Y**  N  Refused
- b) Because of a difference in religious or cultural beliefs from your parents, guardians or caregivers?  **Y**  N  Refused
- c) Because your family or friends caused you to become homeless?  **Y**  N  Refused
- d) Because of conflicts around gender identity or sexual orientation?  **Y**  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SOCIAL RELATIONSHIPS**.

**SCORE:**

- e) Because of violence at home between family members?  **Y**  N  Refused
- f) Because of an unhealthy or abusive relationship, either at home or elsewhere?  **Y**  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **ABUSE/TRAUMA**.

**SCORE:**

## D. Wellness

- 16. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health?  **Y**  N  Refused
- 17. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart?  **Y**  N  Refused
- 18. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you?  **Y**  N  Refused
- 19. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help?  **Y**  N  Refused
- 20. When you are sick or not feeling well, do you avoid getting medical help?  **Y**  N  Refused
- 21. Are you currently pregnant, have you ever been pregnant, or have you ever gotten someone pregnant?  **Y**  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **PHYSICAL HEALTH**.

**SCORE:**



**NEXT STEP TOOL FOR HOMELESS YOUTH**

SINGLE YOUTH

AMERICAN VERSION 1.0

22. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past?  **Y**  N  Refused
23. Will drinking or drug use make it difficult for you to stay housed or afford your housing?  **Y**  N  Refused
24. If you've ever used marijuana, did you ever try it at age 12 or younger?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR SUBSTANCE USE.**

**SCORE:**

25. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:

- a) A mental health issue or concern?  **Y**  N  Refused
- b) A past head injury?  **Y**  N  Refused
- c) A learning disability, developmental disability, or other impairment?  **Y**  N  Refused

26. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR MENTAL HEALTH.**

**SCORE:**

**IF THE RESPONENT SCORED 1 FOR PHYSICAL HEALTH AND 1 FOR SUBSTANCE USE AND 1 FOR MENTAL HEALTH, SCORE 1 FOR TRI-MORBIDITY.**

**SCORE:**

27. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking?  **Y**  N  Refused
28. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR MEDICATIONS.**

**SCORE:**

## Scoring Summary

| DOMAIN                               | SUBTOTAL   | RESULTS                                                                                                                                                                                                                                        |
|--------------------------------------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PRE-SURVEY                           | /1         | <b>Score: Recommendation:</b><br>0-3: no moderate or high intensity services be provided at this time<br>4-7: assessment for time-limited supports with moderate intensity<br>8+: assessment for long-term housing with high service intensity |
| A. HISTORY OF HOUSING & HOMELESSNESS | /2         |                                                                                                                                                                                                                                                |
| B. RISKS                             | /4         |                                                                                                                                                                                                                                                |
| C. SOCIALIZATION & DAILY FUNCTIONS   | /4         |                                                                                                                                                                                                                                                |
| D. WELLNESS                          | /6         |                                                                                                                                                                                                                                                |
| <b>GRAND TOTAL:</b>                  | <b>/17</b> |                                                                                                                                                                                                                                                |

## Follow-Up Questions

|                                                                                                                                     |                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| <b>On a regular day, where is it easiest to find you and what time of day is easiest to do so?</b>                                  | place: _____<br>time: ___ : ___ or                                                        |
| <b>Is there a phone number and/or email where someone can get in touch with you or leave you a message?</b>                         | phone: (____) _____ - _____<br>email: _____                                               |
| <b>Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused |

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
- children that may reside with the youth at some point in the future
- safety planning

### A. Mental Health & Wellness & Cognitive Functioning

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>PROMPTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>CLIENT SCORE:</b> <input style="width: 100px;" type="text"/> |
| <ul style="list-style-type: none"> <li>• Have you ever had a conversation with a psychiatrist, psychologist, or school counsellor? When was that?</li> <li>• Do you feel you are getting all the help you might need with whatever mental health stress you might have?</li> <li>• Have you ever hurt your brain or head?</li> <li>• Do you have trouble learning or paying attention?</li> <li>• Has anyone ever told you you might have ADD or ADHD?</li> <li>• Was there ever any special testing done to identify learning disabilities?</li> <li>• Has any doctor ever prescribed you pills for anxiety, depression, or anything like that?</li> <li>• Do you know if, when pregnant with you, your mother did anything that we now know can have negative effects on the baby?</li> <li>• Are there any professionals we could speak with that have knowledge of your mental health?</li> </ul> | <b>NOTES</b>                                                    |

| <b>SCORING</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Serious and persistent mental illness (2+ hospitalizations in a mental health facility or psychiatric ward in the past 2 years) <b>and</b> not in a heightened state of recovery currently</li> <li><input type="checkbox"/> Major barriers to performing tasks and functions of daily living or communicating intent because of a brain injury, learning disability or developmental disability</li> </ul>                                                                                                                                                                                                                                 |
| <b>3</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Heightened concerns about state of mental health, but fewer than 2 hospitalizations, and/or without knowledge of presence of a diagnosable mental health condition</li> <li><input type="checkbox"/> Diminished ability to perform tasks and functions of daily living or communicating intent because of a brain injury, learning disability or developmental disability</li> </ul>                                                                                                                                                                                                                                                        |
| <b>2</b>       | <p>While there may be concern for overall mental health or mild impairments to performing tasks and functions of daily living or communicating intent, <b>all</b> of the following are true:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No major concerns about safety or ability to be housed without intensive supports to assist with mental health or cognitive functioning</li> <li><input type="checkbox"/> No major concerns for the health and safety of others because of mental health or cognitive functioning ability</li> <li><input type="checkbox"/> No compelling reason for screening by an expert in mental health or cognitive functioning prior to housing to fully understand capacity</li> </ul> |
| <b>1</b>       | <p><input type="checkbox"/> In a heightened state of recovery, has a Wellness Recovery Action Plan (WRAP) or similar plan for promoting wellness, understands symptoms and strategies for coping with them, <b>and</b> is engaged with mental health supports as necessary.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>0</b>       | <p><input type="checkbox"/> Age 24+ <b>and</b> no mental health or cognitive functioning issues disclosed, suspected or observed</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

| <b>FOR YOUTH</b> |                                                                               |
|------------------|-------------------------------------------------------------------------------|
| <b>2</b>         | <input type="checkbox"/> Age 16 or under and would not otherwise score higher |
| <b>1</b>         | <input type="checkbox"/> Age 17-23 and would not otherwise score higher       |

## B. Physical Health & Wellness

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | CLIENT SCORE: <input style="width: 100px; height: 20px;" type="text"/>                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How is your health?</li> <li>• Do you feel you are getting all the care you need for your health? When was the last time you saw a doctor? What was that for?</li> <li>• Do you have a clinic or doctor that you usually go to?</li> <li>• Any illness like diabetes, HIV, Hep C or anything like that going on?</li> <li>• Do you have any reason to suspect you might be pregnant? Is that impacting your health in any way? Have you talked with a doctor about your pregnancy? Are you following the doctor's advice?</li> <li>• Anything going on right now with your health that you think would prevent you from living a full, healthy, happy life?</li> <li>• Are there other professionals we could speak with that have knowledge of your health?</li> </ul> | <p style="text-align: center; margin: 0;"><b>NOTES</b></p> <div style="border: 1px solid #e91e63; height: 150px; width: 100%;"></div> |

**Note: In this section, a current pregnancy can be considered a health issue.**

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Co-occurring chronic health conditions</li> <li><input type="checkbox"/> Attempting a treatment protocol for a chronic health condition, but the treatment is not improving health</li> <li><input type="checkbox"/> Palliative health condition</li> </ul>                                                                                                                                                                                                                              |
| <b>3</b> | <p>Presence of a health issue with <b>any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Not connected with professional resources to assist with a real or perceived serious health issue, by choice</li> <li><input type="checkbox"/> Single chronic or serious health concern but does not connect with professional resources because of insufficient community resources (e.g. lack of availability or affordability)</li> <li><input type="checkbox"/> Unable to follow the treatment plan as a direct result of homeless status</li> </ul> |
| <b>2</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Presence of a relatively minor physical health issue, which is managed and/or cared for with appropriate professional resources or through informed self-care</li> <li><input type="checkbox"/> Presence of a physical health issue, for which appropriate treatment protocols are followed, but there is still a moderate impact on their daily living</li> </ul>                                                                                                                                                           |
| <b>1</b> | <p>Single chronic or serious health condition, but <b>all</b> of the following are true:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Able to manage the health issue and live a relatively active and healthy life</li> <li><input type="checkbox"/> Connected to appropriate health supports</li> <li><input type="checkbox"/> Educated and informed on how to manage the health issue, take medication as necessary related to the condition, and consistently follow these requirements.</li> </ul>                                                               |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> No serious or chronic health condition</li> <li><input type="checkbox"/> If any minor health condition, they are managed appropriately</li> </ul>                                                                                                                                                                                                                                                                                                                                                                            |

### C. Medication

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | CLIENT SCORE: <input style="width: 100px; height: 20px;" type="text"/>                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <i>Have you recently been prescribed any medications by a health care professional?</i></li> <li>• <i>Do you take any medications prescribed to you by a doctor?</i></li> <li>• <i>Have you ever sold some or all of your prescription?</i></li> <li>• <i>Have you ever had a doctor prescribe you medication that you didn't have filled at a pharmacy or didn't take?</i></li> <li>• <i>Were any of your medications changed in the last month? If yes: How did that make you feel?</i></li> <li>• <i>Do other people ever steal your medications?</i></li> <li>• <i>Do you ever share your medications with other people?</i></li> <li>• <i>How do you store your medications and make sure you take the right medication at the right time each day?</i></li> <li>• <i>What do you do if you realize you've forgotten to take your medications?</i></li> <li>• <i>Do you have any papers or documents about the medications you take?</i></li> </ul> | <p style="text-align: center; margin: 0;"><b>NOTES</b></p> <div style="border: 1px solid #e91e63; height: 200px; width: 100%;"></div> |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 30 days, started taking a prescription which <b>is</b> having any negative impact on day to day living, socialization or mood</li> <li><input type="checkbox"/> Shares or sells prescription, but keeps <b>less</b> than is sold or shared</li> <li><input type="checkbox"/> Regularly misuses medication (e.g. frequently forgets; often takes the wrong dosage; uses some or all of medication to get high)</li> <li><input type="checkbox"/> Has had a medication prescribed in the last 90 days that remains unfilled, for any reason</li> </ul>                                                                                                                                                                                                          |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 30 days, started taking a prescription which is <b>not</b> having any negative impact on day to day living, socialization or mood</li> <li><input type="checkbox"/> Shares or sells prescription, but keeps <b>more</b> than is sold or shared</li> <li><input type="checkbox"/> Requires intensive assistance to manage or take medication (e.g., assistance organizing in a pillbox; working with pharmacist to blister-pack; adapting the living environment to be more conducive to taking medications at the right time for the right purpose, like keeping night-time medications on the bedside table and morning medications by the coffeemaker)</li> <li><input type="checkbox"/> Medications are stored and distributed by a third-party</li> </ul> |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fails to take medication at the appropriate time or appropriate dosage, 1-2 times per week</li> <li><input type="checkbox"/> Self-manages medications except for requiring reminders or assistance for refills</li> <li><input type="checkbox"/> Successfully self-managing medication for fewer than 30 consecutive days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Successfully self-managing medications for more than 30, but less than 180, consecutive days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>0</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No medication prescribed to them</li> <li><input type="checkbox"/> Successfully self-managing medication for 181+ consecutive days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

**D. Substance Use**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>PROMPTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>CLIENT SCORE:</b> <input style="width: 100px;" type="text"/> |
| <ul style="list-style-type: none"> <li>• When was the last time you had a drink or used drugs?</li> <li>• Is there anything we should keep in mind related to drugs or alcohol?</li> <li>• [If they disclose use of drugs and/or alcohol] How frequently would you say you use [specific substance] in a week?</li> <li>• Ever get into fights, fall down and bang your head, or pass out when drinking or using other drugs?</li> <li>• Have you ever used alcohol or other drugs in a way that may be considered less than safe?</li> <li>• Do you ever end up doing things you later regret after you have gotten really hammered?</li> <li>• Do you ever drink mouthwash or cooking wine or hand sanitizer or anything like that?</li> <li>• Have you engaged with anyone professionally related to your substance use that we could speak with?</li> </ul> | <b>NOTES</b>                                                    |

**Note: Consumption thresholds: 2 drinks per day or 14 total drinks in any one week period for men; 2 drinks per day or 9 total drinks in any one week period for women. "Under legal age" refers to under the age at which it is legal to purchase and consume the substance in question.**

| <b>SCORING</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>FOR YOUTH</b>                                                                                                                                                                   |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>       | <input type="checkbox"/> In a life-threatening health situation as a direct result of substance use, <b>or</b> ,<br>In the past 30 days, <b>any</b> of the following are true... <ul style="list-style-type: none"> <li><input type="checkbox"/> Substance use is almost daily (21+ times) <b>and</b> often to the point of complete inebriation</li> <li><input type="checkbox"/> Binge drinking, non-beverage alcohol use, or inhalant use 4+ times</li> <li><input type="checkbox"/> Substance use resulting in passing out 2+ times</li> </ul>                                                                                                                    | <input type="checkbox"/> First used drugs before age 12<br><input type="checkbox"/> Scores a 2-3 and is under age 15<br><input type="checkbox"/> Scores a 3 and is under legal age |
| <b>3</b>       | <input type="checkbox"/> Experiencing serious health impacts as a direct result of substance use, though not (yet) in a life-threatening position as a result, <b>or</b> ,<br>In the past 30 days, <b>any</b> of the following are true... <ul style="list-style-type: none"> <li><input type="checkbox"/> Drug use reached the point of complete inebriation 12+ times</li> <li><input type="checkbox"/> Alcohol use usually exceeded the consumption thresholds (at least 5+ times), but usually not to the point of complete inebriation</li> <li><input type="checkbox"/> Binge drinking, non-beverage alcohol use, or inhalant use occurred 1-3 times</li> </ul> | <input type="checkbox"/> First used drugs aged 12-15<br><input type="checkbox"/> Scores a 1 and is under age 15<br><input type="checkbox"/> Scores a 2 and is under legal age      |
| <b>2</b>       | In the past 30 days, <b>any</b> of the following are true... <ul style="list-style-type: none"> <li><input type="checkbox"/> Drug use reached the point of complete inebriation fewer than 12 times</li> <li><input type="checkbox"/> Alcohol use exceeded the consumption thresholds fewer than 5 times</li> </ul>                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Scores a 1 and is under legal age                                                                                                                         |
| <b>1</b>       | <input type="checkbox"/> In the past 365 days, no alcohol use beyond consumption thresholds, <b>or</b> ,<br><input type="checkbox"/> If making claims to sobriety, no substance use in the past 30 days                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                    |
| <b>0</b>       | <input type="checkbox"/> In the past 365 days, no substance use                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                    |

### E. Experience of Abuse & Trauma

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <p><b>*To avoid re-traumatizing the individual, ask selected approved questions as written. Do not probe for details of the trauma/abuse. This section is entirely self-reported.</b></p> <ul style="list-style-type: none"> <li>• “I don’t need you to go into any details, but has there been any point in your life where you experienced emotional, physical, sexual or psychological abuse?”</li> <li>• “Are you currently or have you ever received professional assistance to address that abuse?”</li> <li>• “Does the experience of abuse or trauma impact your day to day living in any way?”</li> <li>• “Does the experience of abuse or trauma impact your ability to hold down a job, maintain housing or engage in meaningful relationships with friends or family?”</li> <li>• “Have you ever found yourself feeling or acting in a certain way that you think is caused by a history of abuse or trauma?”</li> <li>• “Have you ever become homeless as a direct result of experiencing abuse or trauma?”</li> </ul> | <p style="text-align: center;"><b>NOTES</b></p> <div style="border: 1px solid #e91e63; height: 200px; width: 100%;"></div> |

| SCORING                      |                                                                                                                                                                                                                                                                                  |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>                     | <input type="checkbox"/> A reported experience of abuse or trauma, believed to be a direct cause of their homelessness                                                                                                                                                           |
| <b>3</b>                     | <input type="checkbox"/> The experience of abuse or trauma is <b>not</b> believed to be a direct cause of homelessness, but abuse or trauma (experienced before, during, or after homelessness) <b>is</b> impacting daily functioning and/or ability to get out of homelessness  |
| <b>Any</b> of the following: |                                                                                                                                                                                                                                                                                  |
| <b>2</b>                     | <input type="checkbox"/> A reported experience of abuse or trauma, but is not believed to impact daily functioning and/or ability to get out of homelessness<br><input type="checkbox"/> Engaged in therapeutic attempts at recovery, but does not consider self to be recovered |
| <b>1</b>                     | <input type="checkbox"/> A reported experience of abuse or trauma, and considers self to be recovered                                                                                                                                                                            |
| <b>0</b>                     | <input type="checkbox"/> No reported experience of abuse or trauma                                                                                                                                                                                                               |

## F. Risk of Harm to Self or Others

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <i>Do you have thoughts about hurting yourself or anyone else? Have you ever acted on these thoughts? When was the last time?</i></li> <li>• <i>What was occurring when you had these feelings or took these actions?</i></li> <li>• <i>Have you ever received professional help – including maybe a stay at hospital – as a result of thinking about or attempting to hurt yourself or others? How long ago was that? Does that happen often?</i></li> <li>• <i>Have you recently left a situation you felt was abusive or unsafe? How long ago was that?</i></li> <li>• <i>Have you been in any fights recently - whether you started it or someone else did? How long ago was that? How often do you get into fights?</i></li> </ul> | <div style="background-color: #c00000; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #c00000; height: 150px; margin-top: 5px;"></div> |

SCORING

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4 | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 90 days, left an abusive situation</li> <li><input type="checkbox"/> In the past 30 days, attempted, threatened, or actually harmed self or others</li> <li><input type="checkbox"/> In the past 30 days, involved in a physical altercation (instigator or participant)</li> </ul>                                                                                                                         |
| 3 | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 180 days, left an abusive situation, but no exposure to abuse in the past 90 days</li> <li><input type="checkbox"/> Most recently attempted, threatened, or actually harmed self or others in the past 180 days, but not in the past 30 days</li> <li><input type="checkbox"/> In the past 365 days, involved in a physical altercation (instigator or participant), but not in the past 30 days</li> </ul> |
| 2 | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, left an abusive situation, but no exposure to abuse in the past 180 days</li> <li><input type="checkbox"/> Most recently attempted, threatened, or actually harmed self or others in the past 365 days, but not in the past 180 days</li> <li><input type="checkbox"/> 366+ days ago, 4+ involvements in physical alterations</li> </ul>                                                          |
| 1 | <input type="checkbox"/> 366+ days ago, 1-3 involvements in physical alterations                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 0 | <input type="checkbox"/> Reports no instance of harming self, being harmed, or harming others                                                                                                                                                                                                                                                                                                                                                                                                                               |



### G. Involvement in High Risk and/or Exploitive Situations

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>PROMPTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>CLIENT SCORE:</b> <input style="width: 100px;" type="text"/> |
| <ul style="list-style-type: none"> <li>• <i>[Observe, don't ask] Any abscesses or track marks from injection substance use?</i></li> <li>• <i>Does anybody force or trick you to do something that you don't want to do?</i></li> <li>• <i>Do you ever do stuff that could be considered dangerous like drinking until you pass out outside, or delivering drugs for someone, having sex without a condom with a casual partner, or anything like that?</i></li> <li>• <i>Do you ever find yourself in situations that may be considered at a high risk for violence?</i></li> <li>• <i>Do you ever sleep outside? How do you dress and prepare for that? Where do you tend to sleep?</i></li> </ul> | <b>NOTES</b>                                                    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                 |

| <b>SCORING</b> |                                                                                                                                                                                                                                             | <b>YOUTH PREGNANCY</b>                                                                                                    |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>       | <b>Any</b> of the following:<br><input type="checkbox"/> In the past 180 days, engaged in 10+ higher risk and/or exploitive events<br><input type="checkbox"/> In the past 90 days, left an abusive situation                               | <input type="checkbox"/> Under the age of 24, and has ever become pregnant                                                |
| <b>3</b>       | <b>Any</b> of the following:<br><input type="checkbox"/> In the past 180 days, engaged in 4-9 higher risk and/or exploitive events<br><input type="checkbox"/> In the past 180 days, left an abusive situation, but not in the past 90 days | <input type="checkbox"/> Under the age of 24, and has ever gotten someone else pregnant, and wouldn't otherwise score a 4 |
| <b>2</b>       | <b>Any</b> of the following:<br><input type="checkbox"/> In the past 180 days, engaged in 1-3 higher risk and/or exploitive events<br><input type="checkbox"/> 181+ days ago, left an abusive situation                                     |                                                                                                                           |
| <b>1</b>       | <input type="checkbox"/> In the past 365 days, any involvement in higher risk and/or exploitive events, but not in the past 180 days                                                                                                        |                                                                                                                           |
| <b>0</b>       | <input type="checkbox"/> In the past 365 days, no involvement in higher risk and/or exploitive events                                                                                                                                       |                                                                                                                           |

## H. Interaction with Emergency Services

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How often do you go to emergency rooms?</li> <li>• How many times have you had the police speak to you over the past 180 days?</li> <li>• Have you used an ambulance or needed the fire department at any time in the past 180 days?</li> <li>• How many times have you called or visited a crisis team or a crisis counselor in the last 180 days?</li> <li>• How many times have you been admitted to hospital in the last 180 days? How long did you stay?</li> </ul> | <div style="background-color: #e91e63; color: white; padding: 5px; text-align: center; font-weight: bold;">NOTES</div> <div style="border: 1px solid #e91e63; height: 200px;"></div> |

**Note: Emergency service use includes: admittance to emergency room/department; hospitalizations; trips to a hospital in an ambulance; crisis service, distress centers, suicide prevention service, sexual assault crisis service, sex worker crisis service, or similar service; interactions with police for the purpose of law enforcement; interactions with fire service in emergency situations.**

| SCORING |                                                                                                                             |
|---------|-----------------------------------------------------------------------------------------------------------------------------|
| 4       | <input type="checkbox"/> In the past 180 days, cumulative total of 10+ interactions with emergency services                 |
| 3       | <input type="checkbox"/> In the past 180 days, cumulative total of 4-9 interactions with emergency services                 |
| 2       | <input type="checkbox"/> In the past 180 days, cumulative total of 1-3 interactions with emergency services                 |
| 1       | <input type="checkbox"/> Any interaction with emergency services occurred more than 180 days ago but less than 365 days ago |
| 0       | <input type="checkbox"/> In the past 365 days, no interaction with emergency services                                       |

**I. Legal**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>PROMPTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>CLIENT SCORE:</b> <input style="width: 100px;" type="text"/> |
| <ul style="list-style-type: none"> <li>• Do you have any “legal stuff” going on?</li> <li>• Have you had a lawyer assigned to you by a court?</li> <li>• Do you have any upcoming court dates? Do you think there’s a chance you will do time?</li> <li>• Any involvement with family court or child custody matters?</li> <li>• Any outstanding fines?</li> <li>• Have you paid any fines in the last 12 months for anything?</li> <li>• Have you done any community service in the last 12 months?</li> <li>• Is anybody expecting you to do community service for anything right now?</li> <li>• Did you have any legal stuff in the last year that got dismissed?</li> <li>• Is your housing at risk in any way right now because of legal issues?</li> </ul> | <b>NOTES</b>                                                    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                 |

| <b>SCORING</b> |                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>JUVENILE DELINQUENCY</b>                                                                                                                                                                       |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4              | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in fines of \$500+</li> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in incarceration of 3+ months (cumulatively), inclusive of any time held on remand</li> </ul>                                                       | <ul style="list-style-type: none"> <li><input type="checkbox"/> The youth is under the age of 18 and has current outstanding legal issue(s) that are likely to result in incarceration</li> </ul> |
| 3              | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in fines less than \$500</li> <li><input type="checkbox"/> Current outstanding legal issue(s), likely to result in incarceration of less than 90 days (cumulatively), inclusive of any time held on remand</li> </ul>                                         | <ul style="list-style-type: none"> <li><input type="checkbox"/> The youth is under the age of 24 and was ever incarcerated while still a minor, and would not otherwise score a 4</li> </ul>      |
| 2              | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, relatively minor legal issue has occurred and was resolved through community service or payment of fine(s)</li> <li><input type="checkbox"/> Currently outstanding relatively minor legal issue that is unlikely to result in incarceration (but may result in community service)</li> </ul> |                                                                                                                                                                                                   |
| 1              | <ul style="list-style-type: none"> <li><input type="checkbox"/> There are no current legal issues, <b>and</b> any legal issues that have historically occurred have been resolved without community service, payment of fine, or incarceration</li> </ul>                                                                                                                                                              |                                                                                                                                                                                                   |
| 0              | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has not had any legal issues within the past 365 days, <b>and</b> currently no conditions of release</li> </ul>                                                                                                                                                                                                                                        |                                                                                                                                                                                                   |

## J. Managing Tenancy

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>PROMPTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>CLIENT SCORE:</b> <input style="width: 100px;" type="text"/> |
| <ul style="list-style-type: none"> <li>• Are you currently homeless?</li> <li>• Have you ever signed a lease? How did that go?</li> <li>• [If the person is housed] Do you have an eviction notice?</li> <li>• [If the person is housed] Do you think that your housing is at risk?</li> <li>• How is your relationship with your neighbors?</li> <li>• How do you normally get along with landlords (or your parents/guardian(s))?</li> <li>• How have you been doing with taking care of your place?</li> </ul> | <b>NOTES</b>                                                    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                 |

**Note: Housing matters include: conflict with landlord and/or neighbors, damages to the unit, payment of rent on time and in full. Payment of rent through a third party is not considered to be a short-coming or deficiency in the ability to pay rent.**

| <b>SCORING</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Currently homeless</li> <li><input type="checkbox"/> In the next 30 days, will be re-housed or return to homelessness</li> <li><input type="checkbox"/> In the past 365 days, was re-housed 6+ times</li> <li><input type="checkbox"/> In the past 90 days, support worker(s) have been cumulatively involved 10+ times with housing matters</li> </ul>                                                                    |
| <b>3</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the next 60 days, will be re-housed or return to homelessness, but not in next 30 days</li> <li><input type="checkbox"/> In the past 365 days, was re-housed 3-5 times</li> <li><input type="checkbox"/> In the past 90 days, support worker(s) have been cumulatively involved 4-9 times with housing matters</li> </ul>                                                                                               |
| <b>2</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, was re-housed 2 times</li> <li><input type="checkbox"/> In the past 180 days, was re-housed 1+ times, but not in the past 60 days</li> <li><input type="checkbox"/> For the past 90 days, was continuously housed, but not for more than 180 days</li> <li><input type="checkbox"/> In the past 90 days, support worker(s) have been cumulatively involved 1-3 times with housing matters</li> </ul> |
| <b>1</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, was re-housed 1 time</li> <li><input type="checkbox"/> For the past 180 days, was continuously housed, with no assistance with housing matters, but not for more than 365 days</li> </ul>                                                                                                                                                                                                            |
| <b>0</b>       | <ul style="list-style-type: none"> <li><input type="checkbox"/> For the past 365+ days, was continuously housed in same unit, with no assistance with housing matters</li> </ul>                                                                                                                                                                                                                                                                                                                                               |

### K. Personal Administration & Money Management

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>PROMPTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>CLIENT SCORE:</b> <input style="width: 100px;" type="text"/> |
| <ul style="list-style-type: none"> <li>• How are you with taking care of money?</li> <li>• How are you with paying bills on time and taking care of other financial stuff?</li> <li>• Do you have any street debts?</li> <li>• Do you have any drug or gambling debts?</li> <li>• Is there anybody that thinks you owe them money?</li> <li>• Do you budget every single month for every single thing you need? Including cigarettes? Booze? Drugs?</li> <li>• Do you try to pay your rent before paying for anything else?</li> <li>• Are you behind in any payments like child support or student loans or anything like that?</li> </ul> | <b>NOTES</b>                                                    |

| <b>SCORING</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cannot create or follow a budget, regardless of supports provided</li> <li><input type="checkbox"/> Does not comprehend financial obligations</li> <li><input type="checkbox"/> Does not have an income (including formal and informal sources)</li> <li><input type="checkbox"/> Not aware of the full amount spent on substances, if they use substances</li> <li><input type="checkbox"/> Substantial real or perceived debts of \$1,000+, past due or requiring monthly payments</li> </ul>                                                                       |
| <b>3</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Requires intensive assistance to create and manage a budget (including any legally mandated guardian/trustee that provides assistance or manages access to money)</li> <li><input type="checkbox"/> Only understands their financial obligations with the assistance of a 3rd party</li> <li><input type="checkbox"/> Not budgeting for substance use, if they are a substance user</li> <li><input type="checkbox"/> Real or perceived debts of \$999 or less, past due or requiring monthly payments</li> </ul>                                                     |
| <b>2</b>       | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, source of income has changed 2+ times</li> <li><input type="checkbox"/> Budgeting to the best of ability (including formal and informal sources), but still short of money every month for essential needs</li> <li><input type="checkbox"/> Voluntarily receives assistance creating and managing a budget or restricts access to their own money (e.g. guardian/trusteeship)</li> <li><input type="checkbox"/> Has been self-managing financial resources and taking care of associated administrative tasks for less than 90 days</li> </ul> |
| <b>1</b>       | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has been self-managing financial resources and taking care of associated administrative tasks for at least 90 days, but for less than 180 days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>0</b>       | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has been self-managing financial resources and taking care of associated administrative tasks for at least 180 days</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

## L. Social Relationships & Networks

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | CLIENT SCORE: <input style="width: 100px; height: 20px;" type="text"/>                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Tell me about your friends, family and other people in your life. How often do you get together or chat?</li> <li>• How do you get along with teachers, doctors, police officers, case workers, and other professionals?</li> <li>• Are there any people in your life that you feel are just using you?</li> <li>• Are there any of your closer friends that you feel are always asking you for money, smokes, drugs, food or anything like that?</li> <li>• Have you ever had people crash at your place that you did not want staying there?</li> <li>• Have you ever been kicked out of where you were living because of something that friends or family did at your place?</li> <li>• Have you ever been concerned about not following your lease agreement because of your friends or family?</li> </ul> | <b>NOTES</b><br><div style="border: 1px solid #e91e63; height: 150px; width: 100%;"></div> |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 90 days, left an exploitive, abusive or dependent relationship, <b>or</b> left home due to family violence or conflict over religious or moral differences, including sexual orientation</li> <li><input type="checkbox"/> Friends, family or other people are placing security of housing at imminent risk, <b>or</b> impacting life, wellness, or safety</li> <li><input type="checkbox"/> No friends or family and demonstrates no ability to follow social norms</li> <li><input type="checkbox"/> Currently homeless and would classify most of friends and family as homeless</li> </ul>                                                                                                                                                                                                  |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 90-180 days, left an exploitive, abusive or dependent relationship, <b>or</b> left home due to family violence or conflict over religious or moral differences</li> <li><input type="checkbox"/> Friends, family or other people are having some negative consequences on wellness or housing stability</li> <li><input type="checkbox"/> No friends or family but demonstrating ability to follow social norms</li> <li><input type="checkbox"/> Meeting new people with an intention of forming friendships, <b>or</b> reconnecting with previous friends or family members, but experiencing difficulty advancing the relationship</li> <li><input type="checkbox"/> Currently homeless, and would classify some of friends and family as being housed, while others are homeless</li> </ul> |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> More than 180 days ago, left an exploitive, abusive or dependent relationship, <b>or</b> left home due to family violence or conflict over religious or moral differences</li> <li><input type="checkbox"/> Developing relationships with new people but not yet fully trusting them</li> <li><input type="checkbox"/> Currently homeless, and would classify friends and family as being housed</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has been housed for less than 180 days, <b>and</b> is engaged with friends or family, who are having no negative consequences on the individual's housing stability</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Has been housed for at least 180 days, <b>and</b> is engaged with friends or family, who are having no negative consequences on the individual's housing stability</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

### M. Self Care & Daily Living Skills

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Do you have any worries about taking care of yourself?</li> <li>• Do you have any concerns about cooking, cleaning, laundry or anything like that?</li> <li>• Do you ever need reminders to do things like shower or clean up?</li> <li>• Describe your last apartment.</li> <li>• Do you know how to shop for nutritious food on a budget?</li> <li>• Do you know how to make low cost meals that can result in leftovers to freeze or save for another day?</li> <li>• Do you tend to keep all of your clothes clean?</li> <li>• Have you ever had a problem with mice or other bugs like cockroaches as a result of a dirty apartment?</li> <li>• When you have had a place where you have made a meal, do you tend to clean up dishes and the like before they get crusty?</li> </ul> | <b>NOTES</b><br><div style="border: 1px solid #e91e63; height: 150px; width: 100%;"></div> |

| SCORING  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No insight into how to care for themselves, their apartment or their surroundings</li> <li><input type="checkbox"/> Currently homeless and relies upon others to meet basic needs (e.g. access to shelter, showers, toilet, laundry, food, and/or clothing) on an almost daily basis</li> <li><input type="checkbox"/> Engaged in hoarding or collecting behavior and is not aware that it is an issue in her/his life</li> </ul>                                                                    |
| <b>3</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Has insight into some areas of how to care for themselves, their apartment or their surroundings, but misses other areas because of lack of insight</li> <li><input type="checkbox"/> In the past 180 days, relied upon others to meet basic needs (e.g. access to shelter, showers, toilet, laundry, food, and/or clothing), 14+ days in any 30-day period</li> <li><input type="checkbox"/> Engaged in hoarding or collecting behavior and is aware that it is an issue in her/his life</li> </ul> |
| <b>2</b> | <p><b>Any</b> of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fully aware and has insight in all that is required to take care of themselves, their apartment and their surroundings, but has not yet mastered the skills or time management to fully execute this on a regular basis</li> <li><input type="checkbox"/> In the past 180 days, relied upon others to meet basic needs (e.g. access to shelter, showers, toilet, laundry, food, and/or clothing), fewer than 14 days in every 30-day period</li> </ul>                                               |
| <b>1</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> In the past 365 days, accessed community resources 4 or fewer times, <b>and</b> is fully taking care of all their daily needs</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>0</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> For the past 365+ days, fully taking care of all their daily needs independently</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                              |

## N. Meaningful Daily Activity

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CLIENT SCORE: <input style="width: 100px;" type="text"/> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How do you spend your day?</li> <li>• How do you spend your free time?</li> <li>• Does that make you feel happy/fulfilled?</li> <li>• How many days a week would you say you have things to do that make you feel happy/fulfilled?</li> <li>• How much time in a week would you say you are totally bored?</li> <li>• When you wake up in the morning, do you tend to have an idea of what you plan to do that day?</li> <li>• How much time in a week would you say you spend doing stuff to fill up the time rather than doing things that you love?</li> <li>• Are there any things that get in the way of you doing the sorts of activities you would like to be doing?</li> </ul> | <b>NOTES</b><br><br><br><br><br><br><br><br><br><br>     |

| SCORING  |                                                                                                                                                                                                                                                                                                             | SCHOOL-AGED YOUTH                                                                                                                            |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <input type="checkbox"/> No planned, legal activities described as providing fulfillment or happiness                                                                                                                                                                                                       | <input type="checkbox"/> Not enrolled in school <b>and</b> with no planned, legal activities described as providing fulfillment or happiness |
| <b>3</b> | <input type="checkbox"/> Discussing, exploring, signing up for and/or preparing for new activities or to re-engage with planned, legal activities that used to provide fulfillment or happiness                                                                                                             | <input type="checkbox"/> Enrolled in school, but attending class fewer than 3 days per week                                                  |
| <b>2</b> | <input type="checkbox"/> Attempting new or re-engaging with planned, legal activities that used to provide fulfillment or happiness, but uncertain that activities selected are currently providing fulfillment or happiness, <b>or</b> the individual is not fully committed to continuing the activities. | <input type="checkbox"/> Enrolled in school, and attending class 3 days per week                                                             |
| <b>1</b> | <input type="checkbox"/> 1-3 days per week, has planned, legal activities described as providing fulfillment or happiness                                                                                                                                                                                   | <input type="checkbox"/> Enrolled in school and attending class 4 days per week                                                              |
| <b>0</b> | <input type="checkbox"/> 4+ days per week, has planned, legal activities described as providing fulfillment or happiness                                                                                                                                                                                    | <input type="checkbox"/> Enrolled in school and maintaining regular attendance                                                               |



## 0. History of Homelessness & Housing

| PROMPTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | CLIENT SCORE: <input style="width: 100px;" type="text"/>                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• How long have they been homeless?</li> <li>• How many times have they been homeless in their life other than this most recent time?</li> <li>• Have they spent any time sleeping on a friend's couch or floor? And if so, during those times did they consider that to be their permanent address?</li> <li>• Have they ever spent time sleeping in a car or alleyway or garage or barn or bus shelter or anything like that?</li> <li>• Have they ever spent time sleeping in an abandoned building?</li> <li>• Were they ever in hospital or jail for a period of time when they didn't have a permanent address to go to when they got out?</li> </ul> | <div style="background-color: #c00000; color: white; padding: 5px; text-align: center;"><b>NOTES</b></div> <div style="border: 1px solid #c00000; height: 200px; margin-top: 5px;"></div> |

| SCORING  |                                                                                                                      |
|----------|----------------------------------------------------------------------------------------------------------------------|
| <b>4</b> | <input type="checkbox"/> Over the past 10 years, cumulative total of 5+ years of homelessness                        |
| <b>3</b> | <input type="checkbox"/> Over the past 10 years, cumulative total of 2+ years but fewer than 5 years of homelessness |
| <b>2</b> | <input type="checkbox"/> Over the past 4 years, cumulative total of 30+ days but fewer than 2 years of homelessness  |
| <b>1</b> | <input type="checkbox"/> Over the past 4 years, cumulative total of 7+ days but fewer than 30 days of homelessness   |
| <b>0</b> | <input type="checkbox"/> Over the past 4 years, cumulative total of 7 or fewer days of homelessness                  |

**SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (SPDAT)**

SINGLE YOUTH

VERSION 1.0

|                |                |                 |              |
|----------------|----------------|-----------------|--------------|
| <b>Client:</b> | <b>Worker:</b> | <b>Version:</b> | <b>Date:</b> |
|----------------|----------------|-----------------|--------------|

| COMPONENT                                                     | SCORE | COMMENTS |
|---------------------------------------------------------------|-------|----------|
| <b>MENTAL HEALTH &amp; WELLNESS AND COGNITIVE FUNCTIONING</b> |       |          |
| <b>PHYSICAL HEALTH &amp; WELLNESS</b>                         |       |          |
| <b>MEDICATION</b>                                             |       |          |
| <b>SUBSTANCE USE</b>                                          |       |          |
| <b>EXPERIENCE OF ABUSE AND/OR TRAUMA</b>                      |       |          |
| <b>RISK OF HARM TO SELF OR OTHERS</b>                         |       |          |
| <b>INVOLVEMENT IN HIGH RISK AND/OR EXPLOITIVE SITUATIONS</b>  |       |          |
| <b>INTERACTION WITH EMERGENCY SERVICES</b>                    |       |          |

**SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (SPDAT)**

SINGLE YOUTH

VERSION 1.0

|                |                |                 |              |
|----------------|----------------|-----------------|--------------|
| <b>Client:</b> | <b>Worker:</b> | <b>Version:</b> | <b>Date:</b> |
|----------------|----------------|-----------------|--------------|

| COMPONENT                                  | SCORE | COMMENTS |
|--------------------------------------------|-------|----------|
| LEGAL INVOLVEMENT                          |       |          |
| MANAGING TENANCY                           |       |          |
| PERSONAL ADMINISTRATION & MONEY MANAGEMENT |       |          |
| SOCIAL RELATIONSHIPS & NETWORKS            |       |          |
| SELF-CARE & DAILY LIVING SKILLS            |       |          |
| MEANINGFUL DAILY ACTIVITIES                |       |          |
| HISTORY OF HOUSING & HOMELESSNESS          |       |          |
| <b>TOTAL</b>                               |       |          |

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*Diversion:  
The Critical Questions to Ask &  
The Order In Which to Ask Them*

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*by*

**OrgCode Consulting, Inc.**



The practice of diverting people from services is a helpful and necessary part of delivering shelter services. As an individual or family presents for shelter, considerable effort must be made to ensure that all other possible natural supports have been exhausted prior to undertaking a shelter admission.

There are nine steps to an effective diversion practice:

### **STEP ONE:**

Explanation of the diversion conversation.

*“Our goal is to learn more about your specific housing situation right now and what you need so that together we can identify the best possible way to get you a place to stay tonight and to find safe, permanent housing as quickly as possible. That might mean staying in shelter tonight, but we want to avoid that if at all possible. We will work with you to find a more stable alternative if we can.”*

### **STEP TWO:**

- Why are you seeking emergency shelter today?
- What are all the other things you tried or thought about trying before you sought shelter today?

### **STEP THREE:**

- Where did you stay last night?
  - a. If staying with someone else, what is the relationship between them and you?
  - b. How long have you been staying there?
  - c. Where did you stay before that?
  - d. Would it be safe for you to stay there again for the next 3-7 days?
  - e. (If a couple and/or household with children under 18) Would your whole household be able to return and stay there safely for the next 3-7 days?
  - f. If indicate that the place where they stayed is unsafe, ask why it is unsafe.
  - g. If cannot stay there safely, or if were staying in a place unfit for human habitation, move to Step Six.

### **STEP FOUR:**

- What is the primary/main reason that you had to leave the place where you stayed last night?
- Are there additional reasons why you can't stay there any longer?

#### **STEP FIVE:**

- Do you think that you/you and your family could stay there again temporarily if we provide you with some help or referrals to find permanent housing or connect with other services?
- If no, why not? What would it take to be able to stay there temporarily?

#### **STEP SIX:**

- If no, is there somewhere else where you/you and your family could stay temporarily if we provide you with some help or referrals to find permanent housing and access other supports? For example, what about other family members? Friends? Co-workers?
- What would it take for you to be able to stay there temporarily?

#### **STEP SEVEN:**

- What is making it hard for you to find permanent housing for you/you and your family - or connect to other resources that could help you do that?
  - a. For example, do you or does anyone in your family have special needs or a medical condition? How does this affect your housing situation?
  - b. Do you owe money for rent or utilities?
  - c. Are you new to the area?

#### **STEP EIGHT:**

What resources do you have right now that could help you and your family find a place to stay temporarily or find permanent housing?

- a. For example, are you getting any help from other family members or friends?
- b. Do you have income? What are the sources?
- c. Are you involved with any other services right now?

#### **STEP NINE:**

- If admitted to shelter there is still an expectation that you will be attempting to secure permanent housing for you and your family.
- What is your plan at this point for securing housing if you are admitted to shelter?

## Amanda Sternberg

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**From:** Amanda Sternberg  
**Sent:** Thursday, September 12, 2019 8:21 AM  
**To:** Amanda Sternberg  
**Subject:** Final FY2019 CoC Project Ranking List  
**Attachments:** Final FY19 CoC Project Ranking List.pdf

Hello,

On September 9, the Detroit CoC Board approved the final project ranking list for the FY2019 CoC competition. This list is attached, and lists which projects will be ranked in Tier 1 and which in Tier 2. Projects are ranked according to the CoC's [final project ranking policies](#). This list has also been posted to HAND's [website](#).

As you will note in the list, the overall score received on the project application, as well as the score received on specific components as needed for tie-breakers, is given. If you have questions about the project ranking list, feel free to reach out to me for further details.

Thank you.

**Amanda Sternberg, LMSW**

Performance Management Analyst  
Homeless Action Network of Detroit  
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# FY2019 Detroit Continuum of Care Project Priority Ranking List

September 12, 2019

## **Notification of Acceptance of Project for Submission to HUD**

This document serves as notice that all renewal and new projects listed on the accompanying project priority listing have been accepted by the CoC for submission to HUD as a part of the FY2019 Continuum of Care application and will be submitted to HUD by September 30, 2019. Projects listed will be submitted in rank order as given in the accompanying list. This document was made available on the website of the Collaborative Applicant, the Homeless Action Network of Detroit (HAND) on September 12, 2019, and may be accessed [here](#). This list was also distributed via email to all project applicants.

## **Project Ranking Policies**

The Detroit CoC Board approved preliminary project ranking policies on May 6, 2019 prior to the release of the FY2019 CoC Program Notice of Funding Availability (NOFA). The final policies were approved by the CoC board on September 9, 2019, and may be accessed via HAND's website [here](#). The policies are also provided at the end of this document, following the list of projects. Also given here are the recommendations made, and action taken, in response to this policy language:

### *Final Ranking List Review and Recommendation*

*Following the submission, review, and scoring of all renewal and new project applications.... Values & Funding Priority Committee may recommend to the CoC board that a project(s) that would have been in Tier 2 because of the ranking policies instead be placed into Tier 1. If the Committee chooses to move a Tier 2 project up to Tier 1, it will need to provide rationale for the recommendation. The Committee will present its final recommended project ranking list to the CoC board in accordance with the timeframe required by HUD. The CoC board will make the final decision on the project ranking list.*

### Values & Funding Priorities Committee Recommendation

Following a review of the ranked projects, the Values & Funding Priorities Committee did not recommend that any project placed into Tier 2 instead be placed into Tier 1.

## **Reallocation**

In the FY2019 competition, the CoC board made the decision that any renewal project that scored under 70% threshold, and was not granted an appeal, would be reallocated. In FY2019 one renewal project fell below threshold but was granted an appeal. Therefore, no projects were reallocated in FY2019. The full reallocation policy may be found on HAND's website [here](#).

## **Acceptance of Projects for Ranking and Submission to HUD**

### Renewal Projects

Renewal project applications were due to the Collaborative Applicant on June 3, 2019. The renewal projects were reviewed and scored according to established scoring criteria. Renewal projects received their project scores on June 11, 2019. Following receipt of renewal project scores, projects could submit an appeal in accordance with the [appeals policies](#). Renewal projects were ranked following the completion of the appeals process.

### New Projects: Permanent Housing Bonus

Two application rounds were held for agencies to apply for new Permanent Housing Bonus funding. Applications for Round 1 were due to the Collaborative Applicant by June 26, 2019. Four new project applications were submitted. Following a review and scoring of these applications, two were approved by the CoC board to be submitted to HUD.



Applicants were notified via email on August 7, 2019 if their new project had been selected for submission to HUD in Round 1.

The CoC board decided to hold a second application round as the CoC still had new Permanent Housing Bonus funding available to allocate. Applications for Round 2 new project applications were due to the Collaborative Applicant on August 27<sup>th</sup>. Three additional agencies applied for Permanent Housing Bonus funding in Round 2. After a review and scoring of these applications, one was approved by the CoC board to be submitted to HUD for funding. Applicants were notified via email on September 10, 2019 if their new project had been selected for submission to HUD in Round 2.

**New Projects: Domestic Violence Bonus Funding**

Two application rounds were held for agencies to apply for new Domestic Violence Bonus funding. Applications for Round 1 were due to the Collaborative Applicant by June 26, 2019. No applications were received for Domestic Violence Bonus funding in Round 1.

The CoC board decided to hold a second application round as the CoC still had new Domestic Violence Bonus funding available to allocate. Applications for Round 2 new project applications were due to the Collaborative Applicant on August 27<sup>th</sup>. Two applications were received for Domestic Violence Bonus funding in Round 2. After a review and scoring of these applications, one was approved by the CoC board to be submitted to HUD for funding. Applicants were notified via email on September 10, 2019 if their new project had been selected for submission to HUD in Round 2.

**Ranking of Consolidated Projects**

One agency, the Homeless Action Network of Detroit, is consolidating two renewal projects in this year’s competition. Per HUD’s instructions, the consolidated project must be ranked using one of the ranking numbers given to one of the individual projects that make up the consolidated project. If HUD does not fund the consolidated project, it may fund one or more of the individual renewals. The consolidated project will be ranked using the same ranking number as the highest-ranked individual project. The consolidated project is shown in the accompanying ranking list ranked as C#, with the number being that of the highest-ranking individual project. Notes at the bottom describe the individual projects included in each consolidated project.

Two “cumulative total” columns are given to demonstrate two different scenarios: one, if HUD funds only the individual projects and not the consolidated project; the other, if HUD funds the consolidated project but not the individual projects. As can be seen, the ranking of consolidated projects does not impact which projects fall into Tier 1 or Tier 2. Additionally, the agency consolidating their projects is not receiving additional funding, as HUD will fund *either* the consolidated project *or* the individual projects.

**Funding Available & Requested: Tier 1 and Tier 2**

|                                             | <b>Amounts Available</b>          | <b>Amount Requested</b> |
|---------------------------------------------|-----------------------------------|-------------------------|
| Annual Renewal Demand (ARD)*                | <b>\$26,636,844</b>               |                         |
| Tier 1 Amount                               | \$25,093,272 (94% of ARD)         | \$25,093,272            |
| Tier 2 Amount                               | \$2,875,414 (6% ARD + PHB amount) | \$2,875,412             |
| Remaining ARD                               | \$1,543,572                       |                         |
| Perm. Housing Bonus*                        | \$1,331,842                       |                         |
| Domestic Violence Bonus                     | \$2,519,559                       | \$644,756               |
| <b>Total Available to Request/Requested</b> | <b>\$30,488,245</b>               | <b>\$28,613,440</b>     |

\*ARD is the amount of funding needed in order to fund all renewals for 1 year

\*\*The Permanent Housing Bonus (PHB) amount is used to calculate a CoC’s Tier 2 amount; new projects funded with the PHB dollars, however, may be placed in either Tier 1 or Tier 2

HUD will fund Tier 1 projects according to CoC score. HUD will fund Tier 2 projects according to both the CoC and the project score, as described in the FY2019 CoC NOFA.

**New Project Funding Available and Requested**

The table below demonstrates the total amount of new funding available to the CoC and the total amounts requested. Note, these amounts are also included in the table above.

|                         | <b>Total Available</b> | <b>Round 1 Allocations</b> | <b>Round 2 Allocations</b> | <b>Total Allocations</b> | <b>Balance Remaining</b> |
|-------------------------|------------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| Permanent Housing Bonus | \$1,331,842            | \$928,015                  | \$403,825                  | \$1,331,840              | \$2                      |
| Domestic Violence Bonus | \$2,519,559            | \$0                        | \$644,756                  | \$644,756                | \$1,874,803              |

**CoC Planning Funding Requested**

CoC Planning funding is available to the Homeless Action Network of Detroit to allow it to fulfill its role as the Collaborative Applicant. These funds are separate from funds used to fund other CoC programs and may only be granted to the CoC's Collaborative Applicant. The final amount of CoC Planning that will be applied for in FY2019 will not exceed \$799,105, the total amount of CoC Planning funding available.

**Selection of Domestic Violence Bonus Project**

HUD may choose to fund the Domestic Violence Bonus project using either Domestic Violence Bonus funding or Permanent Housing Bonus funding. If the project is funded with Domestic Violence Bonus funding, all other projects ranked below this project will be bumped up in the ranking list.

Detroit CoC FY2019 Project Ranking

|                                                                                                                      | Applicant Name                                | Project Name                               | Project Component | Total CoC Request | Cumulative Total (Individual Projects) | Cumulative Total (Consolidated Projects) | Overall % earned on application | Tie-breaker: 2A | Tie-breaker: 2B | Number of Units/Beds |
|----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|--------------------------------------------|-------------------|-------------------|----------------------------------------|------------------------------------------|---------------------------------|-----------------|-----------------|----------------------|
| <b>TIER 1 PROJECTS</b>                                                                                               |                                               |                                            |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| <b>RANKING POLICY #1: Renewal CoC Infrastructure</b>                                                                 |                                               |                                            |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 1                                                                                                                    | Homeless Action Network of Detroit            | HMIS                                       | HMIS              | 294,078           | 294,078                                |                                          | 97%                             |                 |                 | N/A                  |
| C1                                                                                                                   | Homeless Action Network of Detroit            | CONSOLIDATED HMIS <sup>1</sup>             | HMIS              | 390,233           |                                        | 390,233                                  |                                 |                 |                 | N/A                  |
| 2                                                                                                                    | Homeless Action Network of Detroit            | Expansion HMIS                             | HMIS              | 96,155            | 390,233                                |                                          | 97%                             |                 |                 | N/A                  |
| 3                                                                                                                    | Community & Home Supports                     | Coordinated Assm'n't and Navigation        | CE-SSO            | 847,538           | 1,237,771                              | 1,237,771                                | 96%                             |                 |                 | N/A                  |
| 4                                                                                                                    | Southwest Counseling Solutions                | Consolidated Coordinated Entry             | CE-SSO            | 959,341           | 2,197,112                              | 2,197,112                                | 92%                             |                 |                 | N/A                  |
| <b>RANKING POLICY #2: New PHB Projects Up to Approx \$1 million</b>                                                  |                                               |                                            |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 5                                                                                                                    | Wayne Metro Community Action Agency           | PSH                                        | PSH               | 672,944           | 2,870,056                              | 2,870,056                                | 76.2%                           |                 |                 | 40                   |
| 6                                                                                                                    | Community & Home Supports                     | Perm. Com. Supports II Expansion B         | PSH               | 403,825           | 3,273,881                              | 3,273,881                                | 70.9%                           |                 |                 | 20                   |
| <b>RANKING POLICY #3: First &amp; Second Time Renewal That Have Not Completed a Full Calendar Year of Operations</b> |                                               |                                            |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 7                                                                                                                    | Cass Community Social Services                | Travis Permanent Supportive Housing        | PSH               | 390,695           | 3,664,576                              | 3,664,576                                | 87%                             |                 |                 | 17                   |
| 8                                                                                                                    | Community & Home Supports                     | Permanent Community Home Support II        | PSH               | 924,041           | 4,588,617                              | 4,588,617                                | 85%                             |                 |                 | 60                   |
| 9                                                                                                                    | Alternatives For Girls                        | Detroit Youth Collaborative RRH Initiative | RRH               | 278,557           | 4,867,174                              | 4,867,174                                | 77%                             |                 |                 | 20                   |
| 10                                                                                                                   | Neighborhood Legal Services Michigan          | Project First Step                         | TH-RRH            | 910,646           | 5,777,820                              | 5,777,820                                | N/A                             |                 |                 | 8 TH/20 RRH          |
| <b>RANKING POLICY #4: Renewal Permanent Supportive Housing</b>                                                       |                                               |                                            |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 11                                                                                                                   | Cass Community Social Services                | Cass Apartments PSH                        | PSH               | 352,682           | 6,130,502                              | 6,130,502                                | 95%                             |                 |                 | 50                   |
| 12                                                                                                                   | Neighborhood Legal Services Michigan          | Project Hope                               | PSH               | 559,107           | 6,689,609                              | 6,689,609                                | 94%                             | 99%             | 107%            | 45                   |
| 13                                                                                                                   | Neighborhood Legal Services Michigan          | Project Hope II                            | PSH               | 763,203           | 7,452,812                              | 7,452,812                                | 94%                             | 99%             | 97%             | 60                   |
| 14                                                                                                                   | Community & Home Supports                     | Permanent Community Home Support           | PSH               | 534,080           | 7,986,892                              | 7,986,892                                | 91%                             |                 |                 | 35                   |
| 15                                                                                                                   | Travelers Aid Society of Metro Detroit        | BEIT                                       | PSH               | 974,600           | 8,961,492                              | 8,961,492                                | 90%                             |                 |                 | 56                   |
| 16                                                                                                                   | Detroit Wayne Mental Health Authority         | SHP Detroit Central City (CCIH)            | PSH               | 447,436           | 9,408,928                              | 9,408,928                                | 88%                             | 100%            |                 | 37                   |
| 17                                                                                                                   | Southwest Counseling Solutions                | Consolidated Leasing                       | PSH               | 923,906           | 10,332,834                             | 10,332,834                               | 88%                             | 99%             |                 | 69                   |
| 18                                                                                                                   | Mich Dept of Health and Human Services        | PSH Detroit Renewal 2019                   | PSH               | 2,611,680         | 12,944,514                             | 12,944,514                               | 88%                             | 98%             |                 | 234                  |
| 19                                                                                                                   | Cass Community Social Services                | Scott PSH                                  | PSH               | 209,980           | 13,154,494                             | 13,154,494                               | 88%                             | 95%             |                 | 15                   |
| 20                                                                                                                   | Cass Community Social Services                | Webb Street PSH                            | PSH               | 219,752           | 13,374,246                             | 13,374,246                               | 88%                             | 94%             |                 | 13                   |
| 21                                                                                                                   | Travelers Aid Society of Metropolitan Detroit | Infinity                                   | PSH               | 1,054,360         | 14,428,606                             | 14,428,606                               | 87%                             |                 |                 | 50                   |
| 22                                                                                                                   | Detroit Wayne Mental Health Authority         | S+C Southwest Solutions Matrix             | PSH               | 46,421            | 14,475,027                             | 14,475,027                               | 86%                             | 100%            |                 | 5                    |
| 23                                                                                                                   | Detroit Wayne Mental Health Authority         | SHP - DCI/COTS Omega                       | PSH               | 505,158           | 14,980,185                             | 14,980,185                               | 86%                             | 99%             |                 | 30                   |
| 24                                                                                                                   | Central City Integrated Health (DCCCMH)       | Leasing Project FY19                       | PSH               | 641,879           | 15,622,064                             | 15,622,064                               | 84%                             |                 |                 | 48                   |
| 25                                                                                                                   | Detroit Wayne Mental Health Authority         | Shelter Plus Care - Detroit Central City   | PSH               | 346,099           | 15,968,163                             | 15,968,163                               | 82%                             | 98%             |                 | 32                   |

Detroit CoC FY2019 Project Ranking

|                                                          | Applicant Name                                                                                                                                                                                                                                                                                  | Project Name                                 | Project Component | Total CoC Request | Cumulative Total (Individual Projects) | Cumulative Total (Consolidated Projects) | Overall % earned on application | Tie-breaker: 2A | Tie-breaker: 2B | Number of Units/Beds |
|----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------------|-------------------|----------------------------------------|------------------------------------------|---------------------------------|-----------------|-----------------|----------------------|
| 26                                                       | Mariners Inn                                                                                                                                                                                                                                                                                    | Extended Residency Perm. Housing             | PSH               | 249,102           | 16,217,265                             | 16,217,265                               | 82%                             | 96%             |                 | 32                   |
| 27                                                       | Central City Integrated Health                                                                                                                                                                                                                                                                  | Permanent Supportive Housing                 | PSH               | 1,132,727         | 17,349,992                             | 17,349,992                               | 80%                             |                 |                 | 86                   |
| 28                                                       | Detroit Wayne Mental Health Authority                                                                                                                                                                                                                                                           | Shelter Plus Care - Southwest - 0110         | PSH               | 257,020           | 17,607,012                             | 17,607,012                               | 79%                             | 100%            | 93%             | 24                   |
| 29                                                       | Neighborhood Service Organization                                                                                                                                                                                                                                                               | FUSE                                         | PSH               | 231,918           | 17,838,930                             | 17,838,930                               | 79%                             | 100%            | 87%             | 25                   |
| 30                                                       | Detroit Rescue Mission Ministries                                                                                                                                                                                                                                                               | CONSOLIDATED PSH                             | PSH               | 1,339,762         | 19,178,692                             | 19,178,692                               | 78%                             |                 |                 | 112                  |
| 31                                                       | Neighborhood Service Organization                                                                                                                                                                                                                                                               | NSO/COTS                                     | PSH               | 109,392           | 19,288,084                             | 19,288,084                               | 77%                             | 100%            | 98%             | 12                   |
| 32                                                       | Coalition On Temporary Shelter                                                                                                                                                                                                                                                                  | Buermeyer Manor                              | PSH               | 146,247           | 19,434,331                             | 19,434,331                               | 77%                             | 100%            | 95%             | 10                   |
| 33                                                       | Coalition On Temporary Shelter                                                                                                                                                                                                                                                                  | Pathways                                     | PSH               | 776,914           | 20,211,245                             | 20,211,245                               | 77%                             | 99%             |                 | 48                   |
| 34                                                       | Neighborhood Service Organization                                                                                                                                                                                                                                                               | Supportive Housing Program                   | PSH               | 363,482           | 20,574,727                             | 20,574,727                               | 76%                             |                 |                 | 30                   |
| 35                                                       | Neighborhood Service Organization                                                                                                                                                                                                                                                               | Bell Supportive Housing Project              | PSH               | 554,081           | 21,128,808                             | 21,128,808                               | 75%                             | 99%             |                 | 155                  |
| 36                                                       | Southwest Counseling Solutions                                                                                                                                                                                                                                                                  | Consolidated Rental                          | PSH               | 1,189,402         | 22,318,210                             | 22,318,210                               | 75%                             | 95%             |                 | 125                  |
| 37                                                       | Southwest Housing Solutions <sup>2</sup>                                                                                                                                                                                                                                                        | Wilshire                                     | PSH               | 142,494           | 22,460,704                             | 22,460,704                               | 42%                             |                 |                 | 14                   |
| RANKING POLICY #5: Renewal Rapid Rehousing               |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 38                                                       | Neighborhood Legal Services Michigan                                                                                                                                                                                                                                                            | NLSM CARES                                   | RRH               | 1,166,616         | 23,627,320                             | 23,627,320                               | 100%                            |                 |                 | 70                   |
| 39                                                       | Neighborhood Legal Services Michigan                                                                                                                                                                                                                                                            | Project Permanency One                       | RRH               | 1,151,094         | 24,778,414                             | 24,778,414                               | 98%                             |                 |                 | 71                   |
| 40                                                       | Southwest Counseling Solutions                                                                                                                                                                                                                                                                  | CAM RRH Project (Tier 1 amount) <sup>3</sup> | RRH               | 314,858           | 25,093,272                             | 25,093,272                               | 87%                             |                 |                 | 25                   |
| Tier 1 Limit: \$25,093,272                               |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| TIER 2 PROJECTS                                          |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 40                                                       | Southwest Counseling Solutions                                                                                                                                                                                                                                                                  | CAM RRH Project (Tier 2 amount)              | RRH               | 72,277            | 25,165,549                             | 25,165,549                               | 87%                             |                 |                 | see above            |
| 41                                                       | Neighborhood Service Organization                                                                                                                                                                                                                                                               | NSO RRH                                      | RRH               | 302,506           | 25,468,055                             | 25,468,055                               | 77%                             |                 |                 | 21                   |
| RANKING POLICY #6: Renewal Transitional Housing          |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 42                                                       | Community Social Services of Wayne County                                                                                                                                                                                                                                                       | Teen Infant Parenting Services Program       | TH                | 362,392           | 25,830,447                             | 25,830,447                               | 100%                            |                 |                 | 16                   |
| 43                                                       | Freedom House                                                                                                                                                                                                                                                                                   | New Beginnings                               | TH                | 390,841           | 26,221,288                             | 26,221,288                               | 95%                             |                 |                 | 52                   |
| 44                                                       | Detroit Rescue Mission Ministries                                                                                                                                                                                                                                                               | Genesis House II                             | TH                | 1,077,868         | 27,299,156                             | 27,299,156                               | 89%                             |                 |                 | 82                   |
| 45                                                       | Detroit Rescue Mission Ministries                                                                                                                                                                                                                                                               | Genesis House I / Teen Moms                  | TH                | 414,457           | 27,713,613                             | 27,713,613                               | 80%                             |                 |                 | 24                   |
| RANKING POLICY #7: Remaining New Permanent Housing Bonus |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 46                                                       | DWMHA (CCIH)                                                                                                                                                                                                                                                                                    | CCIH SHP Expansion                           | PSH               | 255,071           | 27,968,684                             | 27,968,684                               | 70.4%                           |                 |                 | 16                   |
| RANKING POLICY #8: Domestic Violence Bonus Project       |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 47                                                       | Wayne Metro Community Action Agency                                                                                                                                                                                                                                                             | DV RRH                                       | RRH               | 644,756           | 28,613,440                             | 28,613,440                               | 72.2%                           |                 |                 | 30                   |
|                                                          | <u>Notes</u>                                                                                                                                                                                                                                                                                    |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
|                                                          | 1) The HAND Consolidated HMIS project (ranked C1) included the individual HMS projects ranked 1 and 2.                                                                                                                                                                                          |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
|                                                          | 2) This project was granted a waiver of the 70% threshold requirement for renewal projects                                                                                                                                                                                                      |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
|                                                          | 3) Project #40 straddles the Tier 1/Tier 2 funding line. For purposes of illustrating the tier breakdown, it is listed in each tier with its respective tier amount. It will be submitted as one project. HUD may choose to fund only the Tier 1 amount, or both the Tier 1 and Tier 2 amounts. |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |



## FY2019 Detroit Continuum of Care Competition Ranking Policies

FINAL

### Public Comments

The preliminary ranking policies (prior to NOFA release) were released for public comment on March 21, 2019. The public comment period was open for three weeks. No comments were received on the preliminary ranking policies.

### Eligibility

In order to be submitted to HUD for renewal, projects in the Detroit Continuum of Care seeking renewal funding must meet the following basic eligibility criteria:

- 1) Submit completed renewal application and additional required documents to HAND as outlined in this document.
- 2) Meet the threshold score of at least 70% on their renewal project application or have been approved by the Appeals Committee to still be submitted for renewal if under threshold score.
- 3) Meet the HUD application deadlines (ie, entry into eSNAPS) set by the CoC.
- 4) Projects that were required by the CoC to participate in technical assistance in previous competition years must be compliant with all requirements in the projects' technical assistance plan.
- 5) Meet all HUD eligibility criteria, as outlined in the FY2019 CoC Program NOFA (to be released), the July 2012 CoC Program Interim HEARTH Regulations, and other official documents published by HUD.
- 6) A representative from the organization must attend the **May 14, 2019** Detroit CoC grantee meeting, held from **2:00 PM – 4:00 PM** or the meeting held on **August 20, 2019** from 9:00 AM - 12:00 PM at the **Northeast Guidance Center Wellness Academy**, located at **2900 Conner Ave, Building A, Detroit, 48215**.

### Exclusion or Removal from Project Ranking List

The Detroit CoC reserves the right to exclude or remove a renewal project from the project ranking list, and consequently not submit a project for renewal funding, in the event of written notification from the local HUD Field Office that the project has been out of compliance with regulatory or programmatic requirements and has made no progress on any corrective actions as required by HUD.

Any renewal projects excluded or removed from the project ranking list will be reallocated to a new project(s).

### FY2019 Detroit CoC Project Ranking Policies

Projects seeking CoC funding in the FY2019 competition will be ranked in the following order:

1. The CoC's renewal infrastructure projects will be ranked first, in the following order:
  - a. HMIS renewal projects in by overall percentage scored on the application, from highest to lowest.
  - b. CE-SSO projects by overall percentage scored on the application, from highest to lowest.
2. New project(s) created via reallocation or Permanent Housing Bonus (PHB) funds up to approximately \$1 million in the following order.
  - a. PSH project(s) by highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.

- b. RRH project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - c. TH-RRH combination project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - d. CE-SSO by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - e. Dedicated HMIS grants by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
3. First and second time renewal projects that have not yet completed one full calendar year of operations in the following order:
    - a. PSH project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
    - b. RRH project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
    - c. TH-RRH project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
    - d. CE-SSO project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
    - e. Dedicated HMIS project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  4. Renewal Permanent Supportive Housing (PSH) projects ranked by overall percentage scored on the renewal application, from highest to lowest.
  5. All renewal Rapid Rehousing (RRH) by overall percentage scored on the renewal application, from highest to lowest.
  6. All renewal Transitional Housing (TH) projects by overall percentage scored on the renewal application, from highest to lowest.
  7. Remaining new projects in the following order:
    - a. PSH project(s) by highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
    - b. RRH project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
    - c. TH-RRH combination project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
    - d. CE-SSO by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
    - e. Dedicated HMIS grants by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  8. New Domestic Violence Bonus projects in the following order:
    - a. Highest overall percentage scored on the application. If needed as a tie breaker, in order of the time the application was submitted to HAND, from first submitted to last.

### **Consolidated Project Ranking**

Projects that submit as a consolidated grant will be ranked as follows:

- The individual grants will be ranked according to individual project score
- The consolidated grant will be ranked according to the highest scoring individual project included in the consolidation.

### **Tie-Breaking Criteria for Ranking Policies 4, 5, and 6**

Tie-breakers for ranking policies 4, 5, and 6 will be applied in the following order:

1. First tie-breaker: the *percentage* on component 2A of the project-specific housing performance in the local application
2. Second tie-breaker: the *percentage* on component 2B of the project-specific housing performance in the local application
3. Third tie-breaker: the *percentage* on component 1A of the project performance in the local application (leaving with source of cash income)
4. Fourth tie-breaker: the *percentage* on component 1B of the project performance in the local application (leaving with source of non-cash income)

### **Project-Specific Housing Performance**

“Project-specific housing performance” refers to scored component #2 of the local application. This component is further divided into 2 sub-components (parts A and B). The specific performance criteria being measured depends upon the project type, as different project types have different housing- focused performance expectations.

### **Projects that Straddle Tier 1/Tier 2**

If a project, once listed in ranked order, straddles the Tier 1/Tier 2 funding line, the following policy will apply: If a project is straddling the line – that is, a portion of the project budget falls within Tier 1 and a portion falls within Tier 2 – that project will be asked if the project would still be feasible if it was only funded for the amount in Tier 1.

1. If the project indicates that it would still be feasible at the reduced amount, it will be required to submit in writing how the project would remain feasible.
2. The Values & Funding Priorities Committee will review the feasibility plan, and decide whether the project would be feasible at the reduced amount. If the Committee decides it will be feasible, the project will be submitted as is, straddling the Tier 1/Tier 2 line.
3. If the Committee decides that the project would not be feasible at the reduced amount, or if the project itself indicates that it would not be feasible at the reduced amount, that project will be dropped down so that it wholly fits into Tier 2, and the next ranked project will have the same opportunity to show feasibility if straddling the line.
4. This process will continue until the following are realized:
  - a. All Tier 1 funds are allocated; OR
  - b. The amount of funds remaining in Tier 1 are a negligible amount. If this occurs, the CoC retains the discretion to allocate the remaining funds to another project in Tier 1 that can accept additional funds. The Collaborative Applicant will make a recommendation on this allocation; this recommendation will be reviewed and approved by the CoC Board before implementing.
5. If the amount remaining in Tier 1 is of such a small amount that no project indicates it would be feasible at that reduced amount, steps 2 through 4 will not apply, but rather the projects will be ranked according to their original ranked order.

### **Renewal Project Threshold Score**

All projects applying for renewal funding will be evaluated and scored on a given point scale which will be given in the FY2019 CoC Application Policies. Renewal projects must score at least 70% of the points possible in order to be placed on the project ranking list. Renewal projects that do not score at least 70% will be able to submit an appeal in accordance with the Appeals Policy.

### **Renewal Project Appeals**

Renewal projects that score less than the amount of points required for passing threshold may submit an appeal to the Appeals Committee. The Appeals Committee will review the appeal and make a recommendation to the CoC Board on whether or not the appeal should be granted. If the appeal is granted, the project will be submitted for funding and placed on the project ranking list in accordance with the ranking policies given above. If an appeal is not granted, the project will be reallocated to a new project(s). The reallocated funds will be available for organizations to apply for via a competitive Request for Proposals (RFP). Details on the appeals policy may be found the Appeals Policy.

**A project may not appeal its placement on the project ranking list.**

### **Final Ranking List Review and Recommendation**

Following the submission, review, and scoring of all renewal and new project applications, a preliminary project ranking list will be developed in accordance with the above policies. This ranking list, with projects identified by name and type, will be reviewed by the Values & Funding Priorities Committee. The Values & Funding Priority Committee may recommend to the CoC board that a project(s) that would have been in Tier 2 because of the ranking policies instead be placed into Tier 1. If the Committee chooses to move a Tier 2 project up to Tier 1, it will need to provide rationale for the recommendation. The Committee will present its final recommended project ranking list to the CoC board in accordance with the timeframe required by HUD. The CoC board will make the final decision on the project ranking list.

### **Final Ranking Policies**

The above ranking policies were approved following the release of the FY2019 NOFA, and therefore reflect the final ranking policies.



## Public Posting of final project ranking list (9/12/19)

ClickTime - Day View x Funding — Homeless Action Net x +

Not secure | handetroit.org/continuum-of-care-funding

**hand**  
HOMELESS ACTION NETWORK OF DETROIT

WHO WE ARE WHAT WE DO RESOURCES GET INVOLVED CONTINUUM OF CARE NEED HELP?

CONTINUUM OF CARE

- ABOUT THE DETROIT CoC
- CoC BOARD
- CoC COMMITTEES
- FUNDING**
- HUD ASSESSMENT FEE PAYMENTS
- MEMBERSHIP MEETINGS
- DOCUMENTS
- CoC PERMANENT SUPPORTIVE HOUSING
- CoC RAPID RE-HOUSING
- CoC APPROVED HOMELESS DOC FORMS
- TRAININGS

### FY2019 CoC Application

- [Final FY2019 Project Ranking List with Ranking Policies \(posted 9/12/19\)](#)

**Second Round FY19 CoC New Project Funding Opportunity:** The Detroit CoC is re-opening the new project funding opportunity for a second round of applications for the FY19 CoC competition. Agencies that want to apply for new project funding during this second application round must attend an information application meeting on **August 20, from 9:30 - 11:30 AM** at the Northeast Guidance Center (2900 Conner, Detroit). New project applications will be considered for the following:

**Domestic Violence Bonus Projects**

Agencies may apply for new Rapid Rehousing (RRH) projects that specifically serve persons fleeing domestic violence, including persons fleeing human trafficking. There is approximately \$2.5 million available for the CoC to apply for projects of this type.

**Permanent Housing Bonus Projects**

Agencies may apply for new or expansion Permanent Supportive Housing (PSH) or Rapid Rehousing (RRH) projects. The amount of funding available for these project types will be given at the meeting on August 20.

- Any agency may apply for new projects of this type. Current CoC funded agencies or agencies

Type here to search

8:13 AM 9/12/2019

August 7, 2019

Sharon Common  
Northeast Guidance Center  
2900 Conner Ave, Building A  
Detroit, MI 48125

**Re: Application for NEGC Permanent Supportive Housing- Scattered Site**

Dear Ms. Common;

Thank-you for your application to the Detroit Continuum of Care (CoC) for a new Permanent Supportive Housing (PSH) project. On behalf of the Detroit CoC Board of Directors, I regret to inform you that this project has not been selected for funding this year.

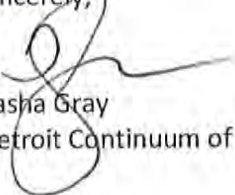
This project scored 69.6 out of a potential 123 points, for a score of 56.6%. The CoC's Request for Proposals for new project funding stated that projects needed to score at least 70% in order to be considered for funding. If requested, HAND staff will provide feedback to NEGC on your application after the FY2019 CoC competition closes.

Please note that the Detroit CoC is *re-opening this year's new project application process* in the next couple of weeks. Therefore, your agency may re-apply for new project funding in this year's competition. The details on the timeline for this process will be communicated once finalized.

The final listing of all new projects that will be submitted to HUD will be posted to HAND's website by September 15, 2019.

The CoC looks forward to continuing to work together on our mutual goals to end homelessness in Detroit. If you have any questions, you may contact me at (313) 964-3666 x101 or Amanda Sternberg at (313) 964-3666 x104 or [Amanda@handetroit.org](mailto:Amanda@handetroit.org).

Sincerely,



Tasha Gray  
Detroit Continuum of Care Lead Agency

Cc: Sherri McRill, Northeast Guidance Center

August 7, 2019

Charlotte Carrillo  
Wayne Metro Community Action Agency  
7310 Woodward Ave, Suite 800  
Detroit, MI 48202

**Re: Application for Family Rapid Re-Housing at Wayne Metro**

Dear Ms. Carrillo;

Thank-you for your application to the Detroit Continuum of Care (CoC) for a new Rapid Rehousing (RRH) project. On behalf of the Detroit CoC Board of Directors, I regret to inform you that this project has not been selected for funding this year.

This project scored 67.8 out of a potential 120 points, for a score of 56.5%. The CoC's Request for Proposals for new project funding stated that projects needed to score at least 70% in order to be considered for funding. If requested, HAND staff will provide feedback to Wayne Metro CAA on your application after the FY2019 CoC competition closes.

Please note that the Detroit CoC is *re-opening this year's new project application process* in the next couple of weeks. Therefore, your agency may re-apply for new project funding in this year's competition. The details on the timeline for this process will be communicated once finalized.

The final listing of all new projects that will be submitted to HUD will be posted to HAND's website by September 15, 2019.

The CoC looks forward to continuing to work together on our mutual goals to end homelessness in Detroit. If you have any questions, you may contact me at (313) 964-3666 x101 or Amanda Sternberg at (313) 964-3666 x104 or [Amanda@handetroit.org](mailto:Amanda@handetroit.org).

Sincerely,



Tasha Gray  
Detroit Continuum of Care Lead Agency

Cc: Louis Piszker, Wayne Metro Community Action Agency

September 10, 2019

Cynthia Jackson  
Northeast Guidance Center  
2900 Conner Ave, Building A  
Detroit, MI 48125

**Re: Application for NEGC Permanent Supportive Housing- Scattered Site**

Dear Ms. Jackson;

Thank-you for your application to the Detroit Continuum of Care (CoC) for a new Permanent Supportive Housing (PSH) project in the second new project application round. On behalf of the Detroit CoC Board of Directors, I regret to inform you that this project has not been selected for funding this year.

This project scored 86.3 out of a potential 123 points, for a score of 70.2%. Although this project scored over the CoC's scoring threshold, we regret that there was not sufficient funding available to fund all new projects. The new project review committee was pleased to see that Northeast Guidance Center did submit a second new project application and is hopeful that NEGC will pursue CoC funding again in a future competition.

The final listing of all new projects that will be submitted to HUD will be posted to HAND's website by September 15, 2019.

The CoC looks forward to continuing to work together on our mutual goals to end homelessness in Detroit. Per your request, Amanda Sternberg will reach out to schedule a meeting in October with NEGC and HAND staff to discuss the strengths and areas of improvement in your project application. Please be on the lookout for this communication from Amanda. In the meantime, if you have any questions, you may contact me at (313) 964-3666 x101 or Amanda Sternberg at (313) 964-3666 x104 or [Amanda@handetroit.org](mailto:Amanda@handetroit.org).

Sincerely,



Tasha Gray  
Detroit Continuum of Care Lead Agency

Cc: Sherri McRill, Northeast Guidance Center

September 10, 2019

Roslyn Baughman  
Travelers Aid Society of Metropolitan Detroit  
3031 W. Grand Blvd, Suite 690  
Detroit, MI 48202

**Re: Application for BEIT Expansion Grant**

Dear Ms. Baughman;

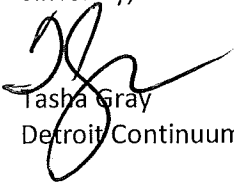
Thank-you for your application to the Detroit Continuum of Care (CoC) for a new Permanent Supportive Housing (PSH) project. On behalf of the Detroit CoC Board of Directors, I regret to inform you that this project has not been selected for funding this year.

This project scored 79.8 out of a potential 125 points, for a score of 63.9%. The CoC's Request for Proposals for new project funding stated that projects needed to score at least 70% in order to be considered for funding. Per your request, HAND staff will provide written feedback to TASMD on your application after the FY2019 CoC competition closes. Please look for this communication in October.

The final listing of all new projects that will be submitted to HUD will be posted to HAND's website by September 15, 2019.

The CoC looks forward to continuing to work together on our mutual goals to end homelessness in Detroit. If you have any questions, you may contact me at (313) 964-3666 x101 or Amanda Sternberg at (313) 964-3666 x104 or [Amanda@handetroit.org](mailto:Amanda@handetroit.org).

Sincerely,



Tasha Gray

Detroit Continuum of Care Lead Agency

September 10, 2019

Leonard Sanchez  
Neighborhood Legal Services Michigan  
7310 Woodward Ave, Suite 301  
Detroit, MI 48234

**Re: Application for Project Next Steps - RRH**

Dear Mr. Sanchez,

Thank-you for your application to the Detroit Continuum of Care (CoC) for a new Domestic Violence Bonus Rapid Rehousing (RRH) project. On behalf of the Detroit CoC Board of Directors, I regret to inform you that this project has not been selected for funding this year.

This project scored 76.5 out of a potential 128 points, for a score of 59.8%. The CoC's Request for Proposals for new project funding stated that projects needed to score at least 70% in order to be considered for funding. Per your request, HAND staff will provide written feedback to NLSM on your application after the FY2019 CoC competition closes. Please look for this communication in October.

The final listing of all new projects that will be submitted to HUD will be posted to HAND's website by September 15, 2019.

The CoC looks forward to continuing to work together on our mutual goals to end homelessness in Detroit. If you have any questions, you may contact me at (313) 964-3666 x101 or Amanda Sternberg at (313) 964-3666 x104 or [Amanda@handetroit.org](mailto:Amanda@handetroit.org).

Sincerely,



Tasha Gray  
Detroit Continuum of Care Lead Agency

Cc: Gloria White, Neighborhood Legal Services Michigan  
Jean Griggs, Neighborhood Legal Services Michigan

## Public Posting of 30-Day Application Deadlines

The CoC communicated local application deadlines via the following:

### Renewal Project Applications

Materials for renewal project applications were due to the Collaborative Applicant on in two parts: APRs were due 5/21/19 and remaining materials were due 6/3/2019. This was communicated to all renewing agencies via this email and a linked timeline document which had been posted to HAND's website.

The screenshot shows an Outlook email interface. The subject line is "Important information for FY19 CoC Competition". The sender is Amanda Sternberg. The email body contains a list of bullet points regarding the FY19 CoC competition. One bullet point is circled in red: "APRs due to HAND May 21: New this year, calendar year project APRs will be due ahead of the rest of the application materials. As noted on the attached list, each project must submit a CY2018 (1/1/2018 - 12/31/2018) APR to HAND by May 21. The rest of the renewal project application materials will be due June 3. The APRs are being requested prior to the rest of the materials to facilitate the project scoring process. Please see the attached for details on submitting these APRs. The APRs should be emailed to me (amanda@handetroit.org) by May 21." The date "5/3/2019" is also circled in red in the top right corner of the email header area.

Important information for FY19 CoC Competition

Amanda Sternberg

To: agood@alternativesforgirls.org; cthomas@alternativesforgirls.org; crayford@alternativesforgirls.org; ccumcac@aol.com; aelster@casscommunity.org; egeorge@casscommunity.org; khudolin@casscommunity.org; cjackson@csswayne.org; vponders@csswayne.org; dyefarginson@aol.com; slockhart@csswayne.org; nwarshay@chsinc.org; js1@chsinc.org; +53 others

Cc: Kiana Harrison; Selwin O'Neal; Alexis Alexander (alexis@handetroit.org); Kaitie Giza

You replied to this message on 5/13/2019 2:04 PM.  
This message was sent with High importance.

APPENDIX B\_APRs to Submit\_FY19.pdf  
225 KB

Hello,

Please review the attached and message below for important information on the upcoming FY19 CoC competition

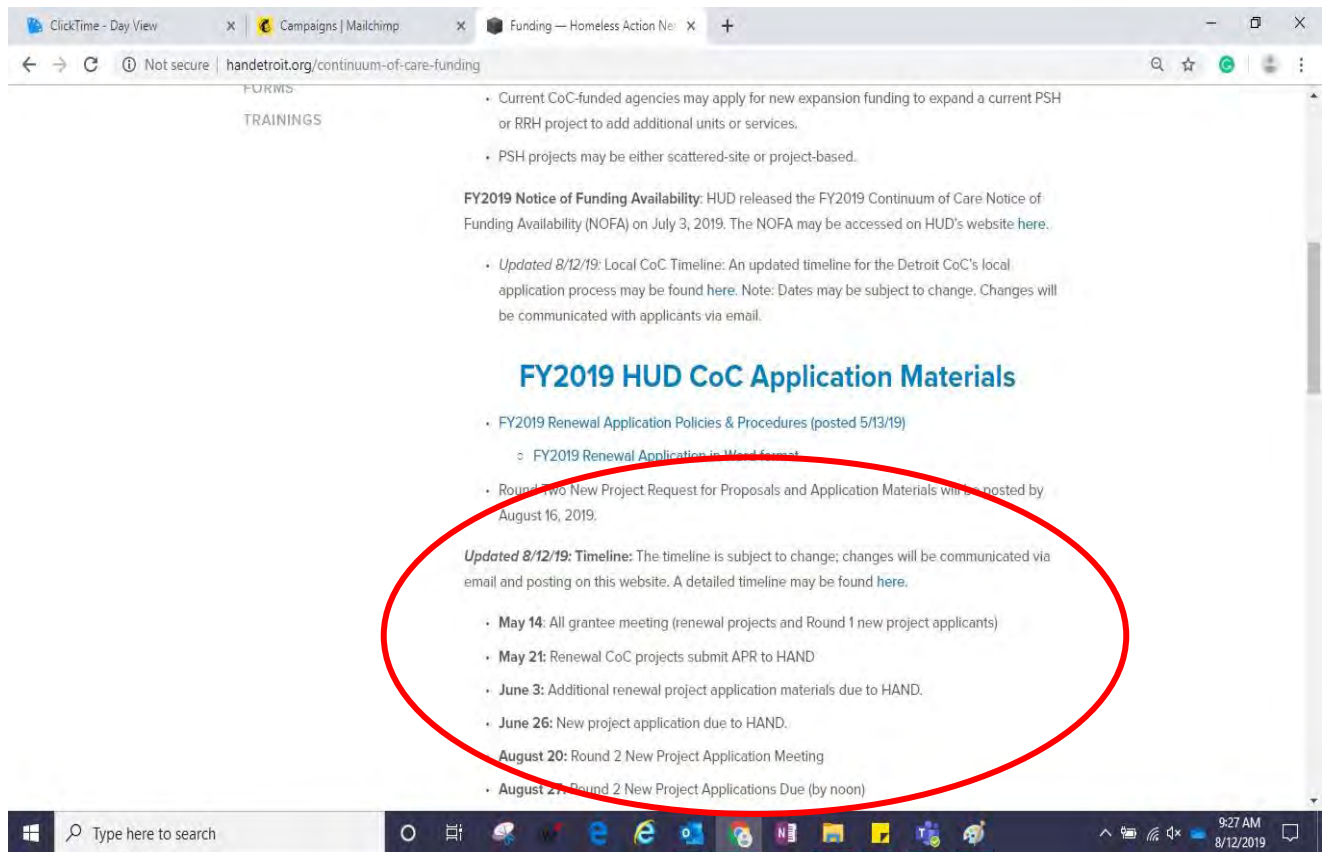
- Reminder of May 14 all-grantee meeting: All agencies applying for renewal or new CoC funding must attend the all-grantee meeting on Tuesday, May 14 from 2 – 4PM at Northeast Guidance Center (2900 Conner, Detroit). Application materials, timelines, and priorities for the CoC competition will be discussed at this time.
- APRs due to HAND May 21: New this year, calendar year project APRs will be due ahead of the rest of the application materials. As noted on the attached list, each project must submit a CY2018 (1/1/2018 – 12/31/2018) APR to HAND by May 21. The rest of the renewal project application materials will be due June 3. The APRs are being requested prior to the rest of the materials to facilitate the project scoring process. Please see the attached for details on submitting these APRs. The APRs should be emailed to me (amanda@handetroit.org) by May 21.
- Proposed New Project Priorities and Evaluation Criteria and additional application policies: The CoC board will be reviewing proposed new project priorities and evaluation criteria and other application policies at its May 6 meeting. The public is welcome to attend this meeting. The items the board will be reviewing are available on HAND's website.
- Timeline: A broad timeline for this year's competition has been posted to HAND's website. Dates may be subject to change upon release of the NOFA.

Please let me know if you have any questions about any of these items. Thank you!

Amanda Sternberg, LMSW  
Performance Management Analyst

## Due Dates for Round 1 New Project Applications

The CoC held two funding rounds for new project applications. Round 1 new project applications were due to the Collaborative Applicant on 6/26/19. This was communicated via the meeting held on 5/14/19 and communicated via being posted to the Collaborative Applicant's website:



Notification of the 5/14/19 meeting was made via the Collaborative Applicant's email listserv and Facebook posting:





## Amanda Sternberg

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**From:** Homeless Action Network of Detroit <amanda@handetroit.org>  
**Sent:** Monday, May 13, 2019 1:59 PM  
**To:** Amanda Sternberg  
**Subject:** Reminder: May 14 meeting for FY2019 Continuum of Care Competition

### ***FY2019 Continuum of Care Funding Meeting: May 14, 2019***

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#### **Required Meeting for FY2019 Continuum of Care (CoC) Competition**

This is a reminder of the mandatory meeting being held tomorrow, Tuesday, **May 14, 2019 from 2:00 PM – 4:00 PM** for agencies that will be applying for renewal and/or new funding in the FY2019 Continuum of Care competition. This meeting will be held at the **Northeast Guidance Center Wellness Academy**, located at **2900 Conner Ave, Building A, Detroit, 48215**. A representative from organizations that will be applying for CoC funding this year (renewal or new) must be in attendance at this meeting.

The application materials that will be presented at this meeting have all been posted to HAND's [website](#), including information on the types of projects for which new project funding will be solicited. You are encouraged to bookmark this website for easy access in the future.

If you have any questions contact Amanda Sternberg at [amanda@handetroit.org](mailto:amanda@handetroit.org) or 313-964-3666 x104.



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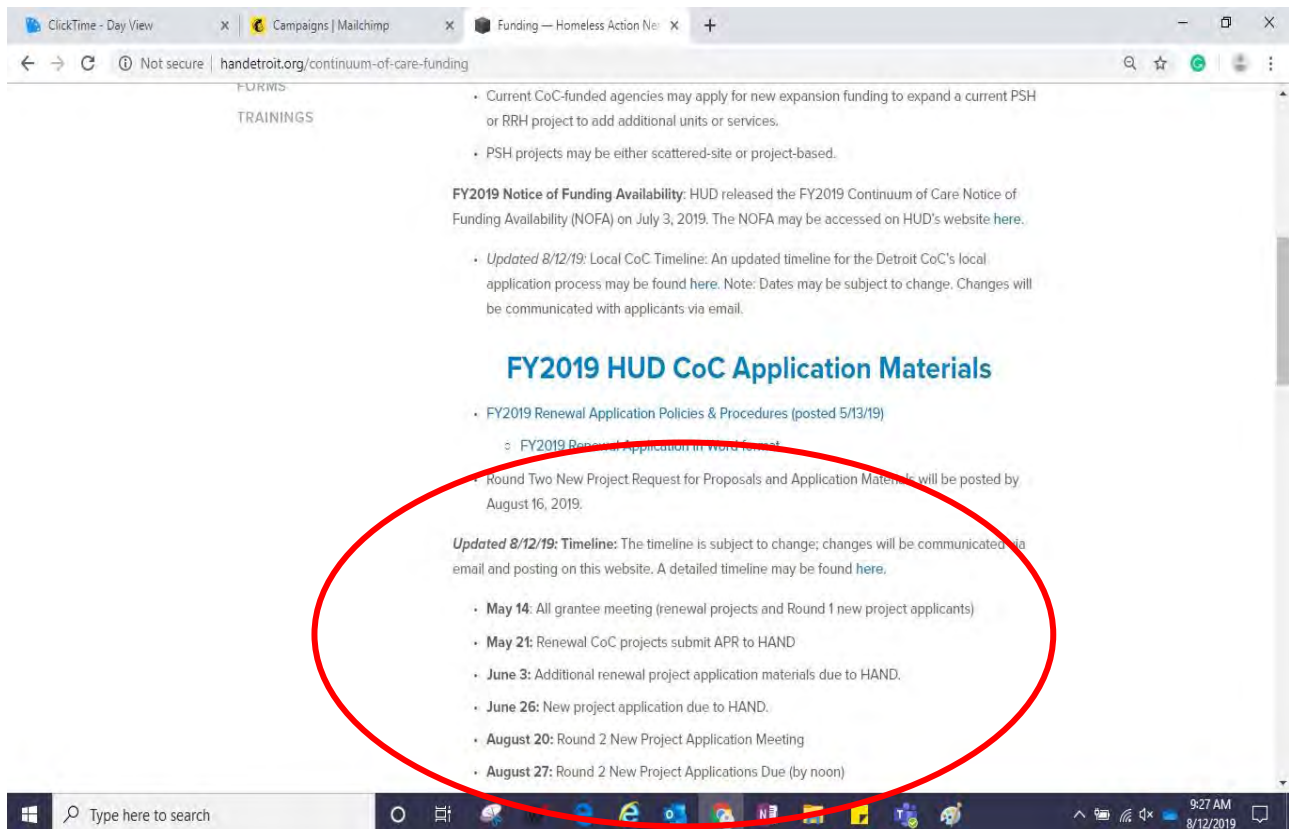
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## Due Dates for Round 2 New Project Applications

The CoC held two funding rounds for new project applications. Round 2 new project applications were due to the Collaborative Applicant on 8/27/19. This was communicated via a CoC listserv email, posting to Collaborative Applicant's website, and posting to the Collaborative Applicant's Facebook page:



## Amanda Sternberg

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**From:** Homeless Action Network of Detroit <amanda@handetroit.org>  
**Sent:** Monday, August 12, 2019 10:10 AM  
**To:** Amanda Sternberg  
**Subject:** Special Announcement: Second Round FY19 CoC New Project Funding Opportunity

### *Second Round FY19 CoC New Project Funding Opportunity*

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The Detroit CoC is **re-opening** the new project funding opportunity for a second round of applications in the FY2019 CoC competition. Agencies that want to apply for new project funding during this second application round **must** attend an informational application meeting on **August 20, from 9:30 – 11:30 am** at Northeast Guidance Center (2900 Conner, Building A, Detroit).

New project applications will be considered for the following project types:

### **Domestic Violence Bonus Projects**

Agencies may apply for new **Rapid Rehousing (RRH)** projects that specifically serve persons fleeing domestic violence, including persons fleeing human trafficking. There is approximately \$2.5 million available for the CoC to apply for projects of this type.

### **Permanent Housing Bonus Projects**

Agencies may apply for **new or expansion Permanent Supportive Housing (PSH) or Rapid Rehousing (RRH)** projects. The amount of funding available for these project types will be given at the meeting on August 20.

- Any agency may apply for *new* projects of this type. Current CoC funded agencies or agencies that do not currently receive CoC funding may apply for new projects.
- Current CoC funded agencies may apply for new *expansion* funding to expand a current PSH or RRH project to add additional units and services.
- PSH projects may be either scattered-site or project-based

### **Timeline**

Please note the timeline for this re-opened new project funding application process:

- August 20: New project application meeting (9:30 - 11:30 am at Northeast Guidance Center, 2900 Conner, Building A, Detroit)
- August 27, by 12 PM noon: New project applications due to HAND
- September 9: CoC board makes decisions on new projects to be submitted to HUD
- Throughout Mid-September: Applications entered into eSNAPS (HUD's online application portal)

Additional details will be provided at the meeting on August 20<sup>th</sup> and will be posted on [HAND's website](#). In the meantime, if you have additional questions, please contact Amanda Sternberg at 313-964-3666 x104 or [amanda@handetroit.org](mailto:amanda@handetroit.org).



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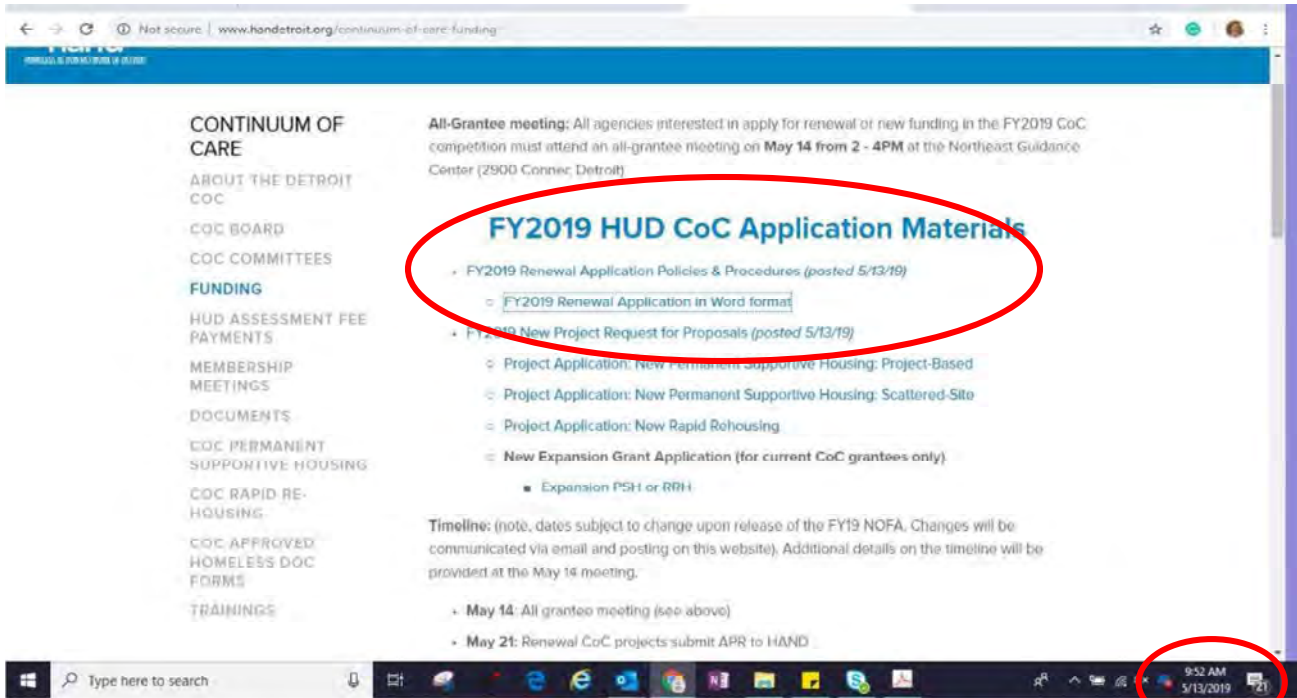
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## Evidence of Public Posting of Local Competition Announcement (5/13/19)



**Timeline:** (note, dates subject to change upon release of the FY19 NOFA. Changes will be communicated via email and posting on this website). Additional details on the timeline will be provided at the May 14 meeting.

- **May 14:** All grantee meeting (see above)
- **May 21:** Renewal CoC projects submit APR to HAND
- **June 3:** Additional renewal project application materials due to HAND.
- **June 26:** New project application due to HAND.

### **Additional Policies & Resources**

- **FY2019 Reallocation Policies**
- **FY2019 Project Ranking Policies**
- **Detroit CoC Funding Application Review and Ranking Process**
- **Detroit CoC Funding Appeals Policy and Procedures**
- **Draft policy comments and responses**
- **FY2019 Grants Inventory Worksheet (GIW)**
- **FY2019 CoC Registration**
- **Application Process Flow Chart**

**Evidence of Email Listerv and Social Media Communication of Local Competition Announcement (5/13/19)**

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**Homeless Action Network of Detroit**  
Published by Mailchimp (?) · May 13 ·

Reminder: May 14 meeting for FY2019 Continuum of Care Competition -  
<https://mailchi.mp/6149cfe4edf2/mdhhs-path-rfp-1682481>

MAILCHIMP  
**Reminder: May 14 meeting for FY2019 Continuum of Care Competition**

|                                                                   |                                                                                                                     |      |                |                |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|------|----------------|----------------|
|                                                                   | <b>Reminder: May 14 Meeting for FY2019 Continuum of Care Funding Competition</b><br>Regular · HAND General Interest | Sent | 11.2%<br>Opens | 3.2%<br>Clicks |
| Sent Mon, May 13th 1:56 PM to 468 recipients by Allyson Pellichet |                                                                                                                     |      |                |                |



## Amanda Sternberg

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**From:** Homeless Action Network of Detroit <amanda@handetroit.org>  
**Sent:** Monday, May 13, 2019 1:59 PM  
**To:** Amanda Sternberg  
**Subject:** Reminder: May 14 meeting for FY2019 Continuum of Care Competition

### ***FY2019 Continuum of Care Funding Meeting: May 14, 2019***

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#### **Required Meeting for FY2019 Continuum of Care (CoC) Competition**

This is a reminder of the mandatory meeting being held tomorrow, Tuesday, **May 14, 2019 from 2:00 PM – 4:00 PM** for agencies that will be applying for renewal and/or new funding in the FY2019 Continuum of Care competition. This meeting will be held at the **Northeast Guidance Center Wellness Academy**, located at **2900 Conner Ave, Building A, Detroit, 48215**. A representative from organizations that will be applying for CoC funding this year (renewal or new) must be in attendance at this meeting.

The application materials that will be presented at this meeting have all been posted to HAND's [website](#), including information on the types of projects for which new project funding will be solicited. You are encouraged to bookmark this website for easy access in the future.

If you have any questions contact Amanda Sternberg at [amanda@handetroit.org](mailto:amanda@handetroit.org) or 313-964-3666 x104.



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## Detroit Continuum of Care FY2019 HUD Continuum of Care Funding Competition Renewal Application and Evaluation Policies and Procedures

Application Due Date **June 3, 2019**

Note: project APRs due **May 21, 2019**

As the Collaborative Applicant for the Detroit Continuum of Care (CoC), the Homeless Action Network of Detroit (HAND) manages the decision-making and application process for the FY2019 HUD Continuum of Care Homeless Assistance Funding application. HUD requires that the Continuum of Care (CoC) develop a process to determine whether projects eligible for renewal are (1) performing satisfactorily and (2) effectively addressing the needs for which they were designed.

This packet contains information about the process that will be used for the FY2019 funding competition. Currently funded Continuum of Care (CoC) projects that are not being reallocated and that will expire during calendar year 2020 must request renewal funding in the FY2019 funding process.

The information presented here has been developed before the release of HUD's Notice of Funding Availability (NOFA). Therefore, the information presented here is subject to change depending upon the content of the NOFA.

All information and materials may also be found on HAND's website at [www.handetroit.org/continuum-of-care-funding](http://www.handetroit.org/continuum-of-care-funding).

**Renewal Project application materials are due to HAND as follows:**

- Project APRs: **Due by May 21, 2019**
- Remaining application materials: **due by 3:00 PM on June 3, 2019**

### FY2018 Continuum of Care Competition Score and Awards

The Detroit CoC received the following score on the FY2018 CoC competition:

| Scoring Category                             | Maximum Score Possible | Detroit CoC Score |
|----------------------------------------------|------------------------|-------------------|
| Part 1: CoC Structure & Governance           | 52                     | 47.25             |
| Part 2: Data Collection & Quality            | 49                     | 45                |
| Part 3: CoC Performance & Strategic Planning | 77                     | 73.25             |
| Part 4: Cross-Cutting Policies               | 22                     | 19                |
| <b>CoC Application Score</b>                 | <b>200</b>             | <b>184.5</b>      |

#### National Scores

|                    |                   |                  |
|--------------------|-------------------|------------------|
| Highest score: 190 | Median Score: 160 | Low Score: 47.75 |
|--------------------|-------------------|------------------|

Additional analysis on the score, along with suggested areas for improvement, will be provided at a future CoC meeting. A list of projects awarded funding in FY2018 may be accessed [here](#).

## FY2019 CoC Application Timeline

The timeline below is subject to change upon the release of the FY2019 NOFA. Such changes will be communicated via email. Vital dates are in **red**.

| MARCH                   |                                                                                                                                                                                                                                                                                                                          |
|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>March 21</b>         | Comment period open for policies related to CoC competition                                                                                                                                                                                                                                                              |
| APRIL                   |                                                                                                                                                                                                                                                                                                                          |
| <b>April 8</b>          | Comment period closed                                                                                                                                                                                                                                                                                                    |
| <b>April 8</b>          | Final CoC Registration submitted to HUD                                                                                                                                                                                                                                                                                  |
| <b>April 17</b>         | GIW submitted to HUD                                                                                                                                                                                                                                                                                                     |
| <b>April 26</b>         | PSH Project Policies due to HAND                                                                                                                                                                                                                                                                                         |
| MAY                     |                                                                                                                                                                                                                                                                                                                          |
| <b>Early May (tent)</b> | NOFA Release                                                                                                                                                                                                                                                                                                             |
| <b>May 14</b>           | <b>Mandatory HUD All-Grantee Meeting for FY2019 CoC competition.</b> Agenda will cover: <ol style="list-style-type: none"> <li>1. Renewal project application and evaluation process</li> <li>2. RFP for new project funding</li> </ol> Meeting time/location: 2 – 4PM, Northeast Guidance Center (2900 Conner, Detroit) |
| <b>May 21</b>           | <b>Renewal Project APRs due to HAND</b>                                                                                                                                                                                                                                                                                  |
| <b>May - June</b>       | Renewal project review and scoring                                                                                                                                                                                                                                                                                       |
| JUNE                    |                                                                                                                                                                                                                                                                                                                          |
| <b>June 3</b>           | <b>Remaining Renewal project application materials due to HAND by 3:00 PM</b>                                                                                                                                                                                                                                            |
| <b>June 21</b>          | Appeals Due                                                                                                                                                                                                                                                                                                              |
| <b>June 26</b>          | <b>New project applications due to HAND by 3:00 PM</b>                                                                                                                                                                                                                                                                   |
| JULY                    |                                                                                                                                                                                                                                                                                                                          |
| <b>Entire month</b>     | Esnaps entry reviews and edits                                                                                                                                                                                                                                                                                           |
| <b>Throughout July</b>  | New Project Review                                                                                                                                                                                                                                                                                                       |
| <b>July 1</b>           | CoC Board Meeting <ul style="list-style-type: none"> <li>• Vote on appeals recommendations</li> <li>• Agencies informed of appeals decisions following this meeting</li> </ul>                                                                                                                                           |
| <b>July TBD</b>         | <b>Special board meeting to vote on new projects</b>                                                                                                                                                                                                                                                                     |
| AUGUST                  |                                                                                                                                                                                                                                                                                                                          |
| <b>Entire month</b>     | Esnaps entry reviews and edits                                                                                                                                                                                                                                                                                           |
| <b>August 5</b>         | <b>CoC board Meeting</b> <ul style="list-style-type: none"> <li>• Review/approve final project ranking list</li> <li>• Review draft of CoC application</li> </ul>                                                                                                                                                        |
| <b>August 5</b>         | All project applicants (new and renewal) informed of: <ul style="list-style-type: none"> <li>• Whether project will be accepted and ranked, or rejected (NOFA requirement)</li> <li>AND</li> <li>• Location of project will be on the ranking list</li> </ul>                                                            |
| <b>August TBD</b>       | <b>Special CoC meeting:</b> <ul style="list-style-type: none"> <li>• CoC to vote to approve final CoC Application</li> </ul>                                                                                                                                                                                             |
| <b>August 17</b>        | CoC application, project listing publicly posted                                                                                                                                                                                                                                                                         |
| <b>August 19</b>        | CoC application, project listing, all parts submitted to HUD (assuming due Aug 20)                                                                                                                                                                                                                                       |
| September               |                                                                                                                                                                                                                                                                                                                          |
| <b>September TBD</b>    | New project applicants provided specific feedback on applications per their request                                                                                                                                                                                                                                      |
| <b>September TBD</b>    | FY2020 Competition timeline developed                                                                                                                                                                                                                                                                                    |

## Renewal Project Eligibility

In order to be submitted to HUD for renewal, projects seeking renewal funding must meet the following basic eligibility criteria:

- 1) Submit completed renewal application and additional required documents to HAND as outlined in this document.
- 2) Meet the threshold score of at least 70% on their renewal project application or have been approved by the Appeals Committee to be submitted for renewal if under threshold score.
- 3) Meet the HUD application deadlines (ie, entry into eSNAPS) set by HAND.
- 4) Projects that were required by HAND to participate in technical assistance processes in previous competition years must be in compliance with all requirements in the projects' technical assistance plan.
- 5) Meet all HUD eligibility criteria, as outlined in the FY2019 CoC Program NOFA (to be released), the July 2012 CoC Program Interim HEARTH Regulations, and other official documents published by HUD.
- 6) A representative from the organization must attend the **May 14, 2019** Detroit CoC grantee meeting, held from **2:00 PM – 4:00 PM** at the **Northeast Guidance Center Wellness Academy**, located at **2900 Conner Ave, Building A, Detroit, 48215**.

All renewal projects should also note that that renewal funding is not guaranteed. It is not known at this time if funds available in the FY2019 competition will be sufficient to fund all renewal projects. CoC projects that are not being reallocated and have current grant terms that will expire in calendar year 2020 are eligible to submit their application to the Collaborative Applicant for renewal funding.

## Audits and Funder Monitoring Reports

All projects seeking funding, either new or renewal funding, will be required to submit both financial audits (including A-133 audits if applicable) and monitoring reports from HUD or the City of Detroit (if applicable).

**Renewal Projects:** Are required to submit the organization's most recent financial audit, including the most recent A-133 audit, if applicable. If the organization has been monitored by HUD or the City of Detroit in the last three years, all of these reports must also be submitted. The audits and HUD and City of Detroit monitoring reports will be reviewed; any concerns or findings noted in the audit or monitoring reports, especially but not necessarily limited to, material findings of a lack of internal financial controls, will be addressed on a case-by-case basis. The renewal project application will provide additional details on which documents must be submitted.

**New Projects:** New project applications will be reduced points if there are outstanding findings. Details are given in the New Project Request for Proposals.

The CoC reserves the right to not fund new or renewal projects in the event of significant concerns regarding an organization's capacity.

## Renewal Project Threshold Scoring & Project Ranking

Based on the scoring criteria below, projects that do not score as least 70% of the points available will not be submitted for funding unless an appeal is granted. Projects that are granted an appeal will be submitted for funding and ranked according to the project ranking policies.

The CoC is required to prioritize and rank all projects seeking funding in the FY2019 CoC funding competition. The project ranking policies for the FY2019 CoC competition have been developed by the Values & Funding Priorities committee and approved by the CoC Board. These policies may be found [www.handetroit.org/continuum-of-care-funding](http://www.handetroit.org/continuum-of-care-funding).

Notes from the Values & Funding Priorities Taskforce meeting will also be posted on HAND's website once finalized.

## Summary of Changes to Scoring Criteria

Below is a summary of the significant changes to project scoring criteria from the FY2018 to the FY2019 competitions. Additionally, minor changes are noted throughout individual scoring components.

Changes include:

- 1) For PSH Projects: The scoring scale for component 1C (leavers with earned income) has been changed following a review of average project performance rates.
- 2) For Freedom House only: Alternate scoring criteria for Component 1.
- 3) For all projects: Component #2, Exits to/Retention in permanent housing: Some exit destinations have been removed from the calculation to better align with HUD's System Performance Measures.
- 4) For all projects: Component #6, CoC Participation: Participation in unsheltered PIT as a scored element was removed (for this year only).
- 5) For PSH Projects: Component #7B, CAM Participation: Instead of scoring on the submission of vacancy requests, projects will instead be scored on the extent to which a referral outcome is recorded in HMIS.
- 6) For PSH Projects, Component #7C, CAM Participation: Scoring scale changed. Must have had 100% of new client entries in 2018 that came from CAM.
- 7) For PSH Projects: Component #8 is completely new and aligns with the November 2018 CoC board decision to include submission of policies as a scored criterion. The policy submission requirements are an outcome of the PSH site visits that occurred in 2018.
- 8) For Coordinated Entry Supportive Services Only (CE-SSO) projects: Component #9 is completely new and will use the results of the recently completed CAM evaluation as the scoring criteria for this funding round.

## Renewal Project Scoring

Except where otherwise indicated, renewal projects will be scored based upon the following components. The total number of points a project may earn will vary on the project type as given below. Details on these scoring components are given in the remainder of the document. Elements that are new/modified from FY18 are in **red**.

|                                              | PSH                 | RRH                 | TH<br><i>(FH = Freedom House)</i> | HMIS                | CE-SSO<br><i>(CHS only)</i> | CE-SSO<br><i>(SWCS only)</i> |
|----------------------------------------------|---------------------|---------------------|-----------------------------------|---------------------|-----------------------------|------------------------------|
| <b>Component #1: Income &amp; Employment</b> |                     |                     |                                   |                     |                             |                              |
| A) Leavers w/cash income                     | 5                   | 5                   | 5 (FH excluded)                   | N/A                 | N/A                         | N/A                          |
| B) Leavers w/non-cash benefits               | 5                   | 5                   | 5 (FH excluded)                   | N/A                 | N/A                         | N/A                          |
| C) Leavers w/earned income                   | 3                   | 3                   | 3 (FH excluded)                   | N/A                 | N/A                         | N/A                          |
| D) Leavers w/increase in total income        | 2                   | 2                   | 2 (FH excluded)                   | N/A                 | N/A                         | N/A                          |
| E) ESL class enrollment                      | N/A                 | N/A                 | 5 (FH only)                       | N/A                 | N/A                         | N/A                          |
| F) Volunteer participation                   | N/A                 | N/A                 | 5 (FH only)                       | N/A                 | N/A                         | N/A                          |
| G) Leavers with employment                   | N/A                 | N/A                 | 5 (FH only)                       | N/A                 | N/A                         | N/A                          |
| <b>Component #1 Sub-Total</b>                | <b>15<br/>(13%)</b> | <b>15<br/>(15%)</b> | <b>15<br/>(15%)</b>               | <b>N/A</b>          | <b>N/A</b>                  | <b>N/A</b>                   |
| <b>Component #2: Housing Performance</b>     |                     |                     |                                   |                     |                             |                              |
| A) Project-specific                          | 30                  | 30                  | 30                                | N/A                 | N/A                         | N/A                          |
| B) Project-specific                          | 10                  | 10                  | 10                                | N/A                 | N/A                         | N/A                          |
| <b>Component #2 Sub-Total</b>                | <b>40<br/>(34%)</b> | <b>40<br/>(39%)</b> | <b>40<br/>(40%)</b>               | <b>N/A</b>          | <b>N/A</b>                  | <b>N/A</b>                   |
| <b>Component #3: Financial Performance</b>   |                     |                     |                                   |                     |                             |                              |
| Amount expended                              | 15                  | 15                  | 15                                | 15                  | 15                          | 15                           |
| <b>Component #3 Sub-Total</b>                | <b>15<br/>(13%)</b> | <b>15<br/>(15%)</b> | <b>15<br/>(15%)</b>               | <b>15<br/>(15%)</b> | <b>15<br/>(15%)</b>         | <b>15<br/>(10%)</b>          |
| <b>Component #4: HMIS</b>                    |                     |                     |                                   |                     |                             |                              |
| A) Agency Admin Mtg Attend                   | 3                   | 3                   | 3                                 | N/A                 | 3                           | 3                            |
| B) UDE Completion                            | 6                   | 6                   | 6                                 | N/A                 | 6                           | 6                            |
| C) Known Exit Destinations                   | 6                   | 6                   | 6                                 | N/A                 | 6                           | 6                            |
| D) 2019 HIC Submission                       | 5                   | 5                   | 5                                 | N/A                 | N/A                         | N/A                          |
| <b>Component #4 Sub-Total</b>                | <b>20<br/>(17%)</b> | <b>20<br/>(20%)</b> | <b>20<br/>(20%)</b>               | <b>N/A</b>          | <b>15<br/>(16%)</b>         | <b>15<br/>(10%)</b>          |
| <b>Component #5: Consumer Participation</b>  |                     |                     |                                   |                     |                             |                              |
| Consumer participation                       | 5                   | 5                   | 5                                 | 5                   | 5                           | 5                            |
| <b>Component #5 Sub-Total</b>                | <b>5<br/>(4%)</b>   | <b>5<br/>(5%)</b>   | <b>5<br/>(5%)</b>                 | <b>5<br/>(5%)</b>   | <b>5<br/>(5%)</b>           | <b>5<br/>(3%)</b>            |
| <b>Component #6: CoC Participation</b>       |                     |                     |                                   |                     |                             |                              |
| CoC Meeting Attendance                       | 3                   | 3                   | 3                                 | 3                   | 3                           | 3                            |
| <b>Component #6 Sub-Total</b>                | <b>3<br/>(3%)</b>   | <b>3<br/>(3%)</b>   | <b>3<br/>(3%)</b>                 | <b>3<br/>(3%)</b>   | <b>3<br/>(3%)</b>           | <b>3<br/>(2%)</b>            |
| <b>Component #7: CAM Participation</b>       |                     |                     |                                   |                     |                             |                              |
| A) Subcommittee Mtg attendance               | 2                   | 2                   | N/A                               | N/A                 | N/A                         | N/A                          |

|                                                                                                                                                                                                                       | PSH                 | RRH               | TH<br>(FH = Freedom House) | HMIS                | CE-SSO<br>(CHS only) | CE-SSO<br>(SWCS only) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------|----------------------------|---------------------|----------------------|-----------------------|
| <b>B) Outcome reporting</b>                                                                                                                                                                                           | 1                   | N/A               | N/A                        | N/A                 | N/A                  | N/A                   |
| C) New client entries                                                                                                                                                                                                 | 2                   | 2                 | N/A                        | N/A                 | N/A                  | N/A                   |
| D) Making/receiving referrals to/from CAM                                                                                                                                                                             | N/A                 | N/A               | 1                          | N/A                 | N/A                  | N/A                   |
| E) HMIS Lead Agency staff at PSH match or subcommittee mtgs                                                                                                                                                           | N/A                 | N/A               | N/A                        | 2                   | N/A                  | N/A                   |
| F) HMIS Lead Agency staff generating reports from HMIS to support CAM process                                                                                                                                         | N/A                 | N/A               | N/A                        | 2                   | N/A                  | N/A                   |
| G) HMIS Lead Agency staff providing CAM-specific HMIS training                                                                                                                                                        | N/A                 | N/A               | N/A                        | 2                   | N/A                  | N/A                   |
| H) HMIS Lead Agency staff providing customized HMIS reports to support CAM                                                                                                                                            | N/A                 | N/A               | N/A                        | 2                   | N/A                  | N/A                   |
| I) HMIS Lead Agency staff at RRH sub com mtgs                                                                                                                                                                         | N/A                 | N/A               | N/A                        | 2                   | N/A                  | N/A                   |
| <b>Component #7 Sub-Total</b>                                                                                                                                                                                         | <b>5<br/>(4%)</b>   | <b>4<br/>(4%)</b> | <b>1<br/>(1%)</b>          | <b>10<br/>(10%)</b> | <b>N/A</b>           | <b>N/A</b>            |
| <b>Component #8: Additional PSH Performance</b>                                                                                                                                                                       |                     |                   |                            |                     |                      |                       |
| A) Policy #1                                                                                                                                                                                                          | 3                   | N/A               | N/A                        | N/A                 | N/A                  | N/A                   |
| B) Policy #2                                                                                                                                                                                                          | 3                   | N/A               | N/A                        | N/A                 | N/A                  | N/A                   |
| C) Policy #3                                                                                                                                                                                                          | 3                   | N/A               | N/A                        | N/A                 | N/A                  | N/A                   |
| D) Policy #4                                                                                                                                                                                                          | 3                   | N/A               | N/A                        | N/A                 | N/A                  | N/A                   |
| E) Policy #5                                                                                                                                                                                                          | 3                   | N/A               | N/A                        | N/A                 | N/A                  | N/A                   |
| <b>Component #8 Sub-Total</b>                                                                                                                                                                                         | <b>15<br/>(13%)</b> | <b>N/A</b>        | <b>N/A</b>                 | <b>N/A</b>          | <b>N/A</b>           | <b>N/A</b>            |
| <b>Component #9: CAM Lead Agency Only</b>                                                                                                                                                                             |                     |                   |                            |                     |                      |                       |
| Scored components for this section will be the same as the scored elements in the CAM lead agency and implementing partners evaluation. Sub component numbers correspond to the scored metrics of the CAM evaluation. |                     |                   |                            |                     |                      |                       |
| 1. clients reporting satisfaction w/ Access Point process                                                                                                                                                             | N/A                 | N/A               | N/A                        | N/A                 | N/A                  | 4                     |
| 2. % of UDEs entered for clients referred to shelter                                                                                                                                                                  | N/A                 | N/A               | N/A                        | N/A                 | N/A                  | 4                     |
| 3a & 3b. Average LOT between referral to shelter and RRH Nav apt                                                                                                                                                      | N/A                 | N/A               | N/A                        | N/A                 | 12                   | 12                    |
| 4a, 4b, 4c. Average LOT between referral to shelter and PSH Nav apt                                                                                                                                                   | N/A                 | N/A               | N/A                        | N/A                 | 18                   | 18                    |
| 7. % of clients who complete Nav. Apt and PSH packet is submitted                                                                                                                                                     | N/A                 | N/A               | N/A                        | N/A                 | 8                    | 8                     |
| 8. % of PSH packets submitted by Navigators that are correct on first attempt                                                                                                                                         | N/A                 | N/A               | N/A                        | N/A                 | 8                    | 8                     |
| 9. % of HCV apps submitted by Navigators that are correct on first attempt                                                                                                                                            | N/A                 | N/A               | N/A                        | N/A                 | 8                    | 8                     |
| 11. Client satisfaction w/ Navigation                                                                                                                                                                                 | N/A                 | N/A               | N/A                        | N/A                 | 4                    | 4                     |
| 12. % of HCV apps entered in MSHDA portal correct on 1 <sup>st</sup> attempt                                                                                                                                          | N/A                 | N/A               | N/A                        | N/A                 | N/A                  | 8                     |
| 13. Avg. LOT from submission of recertification paperwork to update in portal                                                                                                                                         | N/A                 | N/A               | N/A                        | N/A                 | N/A                  | 8                     |
| 14. 100% of CAM Liaisons notified within 2 business days of HCV pull notification from MSHDA (yes/no)                                                                                                                 | N/A                 | N/A               | N/A                        | N/A                 | N/A                  | 8                     |



|                                                                                | PSH        | RRH        | TH<br>(FH = Freedom House) | HMIS                | CE-SSO<br>(CHS only) | CE-SSO<br>(SWCS only) |
|--------------------------------------------------------------------------------|------------|------------|----------------------------|---------------------|----------------------|-----------------------|
| 15. % of RRH vacancy requests filled within 2 business days of being requested | N/A        | N/A        | N/A                        | N/A                 | N/A                  | 6                     |
| 16. % of PSH vacancy requests filled within 2 business days of request         | N/A        | N/A        | N/A                        | N/A                 | N/A                  | 6                     |
| 17. # of trainings for CAM Participating Agencies                              | N/A        | N/A        | N/A                        | N/A                 | N/A                  | 2                     |
| 20. Submission of data reports to CoC Board                                    | N/A        | N/A        | N/A                        | N/A                 | N/A                  | 2                     |
| <b>Component #9 Sub-Total</b>                                                  | <b>N/A</b> | <b>N/A</b> | <b>N/A</b>                 | <b>N/A</b>          | <b>58<br/>(57%)</b>  | <b>106<br/>(71%)</b>  |
| <b>Component #10: HMIS Lead Only</b>                                           |            |            |                            |                     |                      |                       |
| Proportional Points from CoC Application                                       | N/A        | N/A        | N/A                        | 70                  | N/A                  | N/A                   |
| <b>Component #10 Sub-Total</b>                                                 | <b>N/A</b> | <b>N/A</b> | <b>N/A</b>                 | <b>70<br/>(68%)</b> | <b>N/A</b>           | <b>N/A</b>            |
| <b>GRAND TOTAL OF TOTAL POINTS POSSIBLE*</b>                                   | <b>118</b> | <b>102</b> | <b>99</b>                  | <b>103</b>          | <b>96</b>            | <b>144</b>            |

### **Weighting of Evaluation Components**

Percentages in parenthesis in the chart above indicate the proportion that component is worth for the given project type. Not all evaluation components are weighed equally for each project type due variation in the total number of evaluation components applicable to a project type. Additionally, within project types there may be an individual project for which an evaluation component does not apply, resulting in those points being removed from the total number of points that project can earn, further changing how the components are weighted.

### **Deducting Points for Late, Incomplete, or Incorrect Submissions**

Points will be deducted from application score for late, incomplete, or incorrect submissions. Three (3) points per late/incomplete/incorrect item will be deducted. Missing or incorrect items must be corrected; however, points will still be deducted for late/incorrect submissions. If, after the points are deducted, the project score is less than 70%, the project will need to submit an appeal in order to be considered for placement on the project ranking list.

The number of items required for submission will vary from project to project. Projects should carefully review page 24 for the required items to be submitted. Agencies are encouraged to contact HAND staff if they are unclear as to the applicability of items to be submitted.

### **Outstanding Assessment Invoices**

Agencies that have an outstanding balance on HUD assessments due to HAND by the time the application is due to HUD will not have their renewal project application(s) submitted to HUD for funding via eSNAPS.

**COMPONENT #1: Mainstream Resources & Employment**

Value = 15 points total

Reporting Period: 1/1/2018 – 12/31/2018; Data Source: CYAPR

**Applies To: PSH, RRH, and TH (excluding Freedom House)**

|                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Scoring Range and Points Possible</b>                                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>(A) Leavers with Any Cash Income (5 pts)</b><br/>           Projects will be scored on the percentage of adult leavers who leave the project with one or more sources of cash income. The higher the percentage of people with one or more sources of cash income, the higher the score. "Cash income" includes both earned and non-earned income.</p>                                                                                 | <ul style="list-style-type: none"> <li>• 60% - 100%: 5 points</li> <li>• 40% - 59%: 3 pts</li> <li>• Below 40%: 0 pts</li> </ul>                                                                                                                                                                    |
| <p><b>(B) Leavers with Any Non-Cash Benefits (5 pts)</b><br/>           Projects will be scored on the percentage of adult leavers who leave the project with one or more sources of non-cash benefits. The higher the percentage of adults leaving with one or more sources of non-cash benefits, the higher the score. Non-cash benefits includes food stamps, other TANF benefits, or health insurance (including Medicaid/Medicare).</p> | <ul style="list-style-type: none"> <li>• 80% - 100%: 5 pts</li> <li>• 60% - 79%: 3 pts</li> <li>• Below 60%: 0 pts</li> </ul>                                                                                                                                                                       |
| <p><b>(C) Leavers with Earned Income (Employment) (3 pts)</b><br/>           Projects will be scored on the percentage of adult leavers who leave the project with earned income (ie, employment). The higher the percentage of adults leaving with earned income, the higher the score.</p>                                                                                                                                                 | <p><u>PSH</u></p> <ul style="list-style-type: none"> <li>• 10% - 100%: 3 pts</li> <li>• 5% - 9%: 1 pts</li> <li>• Below 5%: 0 pts</li> </ul> <p><u>TH and RRH</u></p> <ul style="list-style-type: none"> <li>• 20% - 100%: 3 pts</li> <li>• 10% - 19%: 1 pts</li> <li>• Below 10%: 0 pts</li> </ul> |
| <p><b>(D) Increases in Total Cash Income for leavers &amp; stayers (2 pts)</b><br/>           Projects will be scored on the percentage of persons (leavers and stayers) who have an increase in any income (earned or other). Measure will be based on both those who exited the project and those who were still in the project as of 12/31/2018. Data will be pulled from APR question 19.a.3.</p>                                        | <ul style="list-style-type: none"> <li>• 20% - 100%: 2 pts</li> <li>• 10% - 19%: 1pts</li> <li>• Below 9%: 0 pts</li> </ul>                                                                                                                                                                         |

| <b>Applies To Freedom House Transitional Housing only</b><br><b>Data source: Self-reported data using given format</b>                                                                                                                                                                                                                                           |                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                  | <b>Scoring Range and Points Possible</b>                                                                                         |
| <p>(E) <u>English as a Second Language (ESL) class enrollment (5 pts)</u><br/>This measure will be measured as follows:</p> <p>Numerator: Number of adults served in 2018 enrolled in an ESL class.<br/>Denominator: Number of adults served in 2018 with an identified need for ESL classes.</p>                                                                | <ul style="list-style-type: none"> <li>• 60% - 100%: 5 points</li> <li>• 40% - 59%: 3 pts</li> <li>• Below 40%: 0 pts</li> </ul> |
| <p>(F) <u>Volunteer Participation (5 pts)</u><br/>This measure will be measured as follows:</p> <p>Numerator: Number of adults served in 2018 who volunteered.<br/>Denominator: Total adults served in 2018.</p>                                                                                                                                                 | <ul style="list-style-type: none"> <li>• 50% - 100%: 5 pts</li> <li>• 20% - 49%: 3 pts</li> <li>• Below 20%: 0 pts</li> </ul>    |
| <p>(G) <u>Leavers with Earned Income (Employment) (5 pts)</u><br/>This measure will be measured as follows:</p> <p>Numerator: Number of adults who left the program in 2018 with employment.<br/>Denominator: Total adults who left the program in 2018 who were legally able to work (ie, who were “registered” to work or otherwise legally able to work).</p> | <ul style="list-style-type: none"> <li>• 20% - 100%: 5 pts</li> <li>• 10% - 19%: 3 pts</li> <li>• Below 10%: 0 pts</li> </ul>    |

**COMPONENT #2: Housing Performance**

Value = 40 points total

Reporting Period: 1/1/2018 – 12/31/2018; Data Source: CYAPR

| <b>Applies to: PSH</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Scoring Range and Points Possible</b>                                                                                                                                                                               |
| <p><b>(A) Retention in Permanent Housing (30 pts)</b><br/>           Measure: Percentage of participants who either remain in the PSH project as of the end of the reporting period, or who have exited that project to another permanent housing destination.</p> <p>Clients with the following exit destinations will be excluded from this measure: death, foster care, hospital/residential non-psychiatric facility, residential project or halfway house with no homeless criteria, and nursing home.</p> <p><i>Note: This measure will also exclude from the calculations clients who were entered into and exited from the program at some point in 2018 but never had a move-in date.</i></p> | <ul style="list-style-type: none"> <li>● 95% – 100%: 30 pts</li> <li>● 90% - 94%: 25 pts</li> <li>● 85% - 89%: 20 pts</li> <li>● 80% - 84%: 15 pts</li> <li>● 75% - 79%: 10 pts</li> <li>● Below 75%: 0 pts</li> </ul> |
| <p><b>(B) Occupancy Rates (10 Pts)</b><br/>           Measure: Overall average project occupancy rates as given in the APR for following dates: 1/31/18, 4/25/18, 7/25/18, 10/31/18</p> <ul style="list-style-type: none"> <li>● <i>Note: If, following the review of all PSH project occupancy scores, it becomes apparent that the CAM PSH matching process negatively impacted a PSH project's occupancy rates, this scoring component may be revised.</i></li> </ul>                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>● 90% – 100%: 10 pts</li> <li>● 75% – 89%: 5 pts</li> <li>● Below 75%: 0 pts</li> </ul>                                                                                         |
| <b>Applies to: TH and RRH</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Scoring Range and Points Possible</b>                                                                                                                                                                               |
| <p><b>(A) Exits to Permanent Housing (30 pts)</b><br/>           Measure: Percentage of participants who exit the program to a permanent housing destination.</p> <p>Clients with the following exit destinations will be excluded from this measure: death, foster care, hospital/residential non-psychiatric facility, residential project or halfway house with no homeless criteria, and nursing home.</p> <p><i>Note: For RRH projects, this measure will also exclude from the calculations clients who were entered into and exited from the program at some point in 2018 but never had a move-in date.</i></p>                                                                                | <ul style="list-style-type: none"> <li>● 85% – 100%: 30 pts</li> <li>● 80% – 84%: 25 pts</li> <li>● 75% – 79%: 20 pts</li> <li>● 70% – 74%: 15 pts</li> <li>● 65% – 69%: 10 pts</li> <li>● Below 65%: 0 pts</li> </ul> |
| <p><b>(B) Occupancy Rates (10 Pts)</b><br/>           Measure: Overall average project occupancy rates as given in the APR for following dates: 1/31/18, 4/25/18, 7/25/18, 10/31/18</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li>● 90% – 100%: 10 pts</li> <li>● 75% – 89%: 5 pts</li> <li>● Below 75%: 0 pts</li> </ul>                                                                                         |

**COMPONENT #3: Financial Performance**

**Value = 15 points total**

*Reporting Period: Most recently completed project term; Data Source: Sage*

Financial performance will be evaluated and scored based on the extent to which each project has expended its annual budgeted HUD grant during its most recently completed project year. Scoring will be based on the following scales, which differ depending on the project type. HAND staff will pull this information directly from Sage. See Appendix A for the grant number and spending information reported in Sage that will be scored.

| <b>Projects that do not have a rental assistance budget line:</b>                                                                                                                                                         | <b>Projects with a rental assistance budget line:</b>                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Expended 95% - 100% of grant funding: 15 points</li> <li>• Expended 90% - 94% of grant funding: 8 points</li> <li>• Expended less than 90% of grant funding: 0 points</li> </ul> | <ul style="list-style-type: none"> <li>• Expended 90% - 100% of grant funding: 15 points</li> <li>• Expended 80% - 89% of grant funding: 8 points</li> <li>• Expended less than 80% of grant funding: 0 points</li> </ul> |

Any organization found to have less than 90/95% of their grant expended will be required to provide an explanation of the situation and why some funds were recaptured. Depending upon the nature of the situation, the project or organization may be targeted for follow-up technical assistance.

**COMPONENT #4: HMIS Participation**

**Value = 20 points total**

*Reporting Period: 1/1/2018 – 12/31/2018 unless otherwise indicated; Data Source: HMIS records*

| <b>Applies to: PSH, RRH, and TH</b>                                                                                                                                                                                                                                                                                           |                                                                                                                             |                               |                                                                           |                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------------------------------------|----------------------------------------------------------------------|
| <b>Subcomponent</b>                                                                                                                                                                                                                                                                                                           | <b>Scoring Range and Points Possible</b>                                                                                    | <b>Timeframe Under Review</b> | <b>Report Generated By ...</b>                                            | <b>Note</b>                                                          |
| (A) Attendance at the majority of Agency Administrator meetings. For the time frame under review, these meeting dates were: <ul style="list-style-type: none"> <li>• 2/27/18</li> <li>• 4/10/18</li> <li>• 5/22/18</li> <li>• 7/31/18</li> <li>• 8/14/18</li> <li>• 9/25/18</li> <li>• 11/6/18</li> <li>• 12/19/18</li> </ul> | <ul style="list-style-type: none"> <li>• 5 or more mtgs = 3 pts</li> <li>• 4 or fewer mtgs = 0 pts</li> </ul>               | Jan – Dec 2018                | HMIS Lead Agency staff                                                    | Will be determined by HMIS Lead agency attendance records            |
| (B) 90% UDE completion for all projects an organization has in HMIS (6 pts)                                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>• 90% - 100%: 6 pts</li> <li>• 50% - 89%: 3 pts</li> <li>• &lt;50%: 0 pts</li> </ul> | Jan – Dec 2018                | HMIS Lead Agency staff. Report to be used: Data Completeness Report Card. | Applies to: projects that the organization reports into in HMIS, not |

| Applies to: PSH, RRH, and TH                                                                                        |                                                                                                                                          |                        |                                                                                                                        |                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| Subcomponent                                                                                                        | Scoring Range and Points Possible                                                                                                        | Timeframe Under Review | Report Generated By ...                                                                                                | Note                                                                                                                                        |
| (C) At least 75% of clients exited exit to known destinations for all projects an organization has in HMIS. (6 pts) | <ul style="list-style-type: none"> <li>• 75% - 100%: 6 pts</li> <li>• 50% - 74%: 3 pts</li> <li>• &lt;50%: 0 pts</li> </ul>              | Jan – Dec 2018         | HMIS Lead Agency staff.<br>Report to be used: Discharge destination report.                                            | just the project being submitted for renewal funding. See Appendix C for the specific projects that will be included for each organization. |
| (D) Submission of required 2019 HIC by <b>11:59pm on Sunday, February 24, 2019</b> (5 pts)                          | <ul style="list-style-type: none"> <li>• 5 points for submitting by due date</li> <li>• 0 points if not submitted by due date</li> </ul> | N/A                    | Submission compliance will be determined by reviewing electronic communication records held by HMIS Lead Agency staff. | Applies to all projects for which information was required for the HIC.                                                                     |

NOTE: Organizations that score low on the HMIS component (10 or less points out of the possible 20 points) will be targeted for follow-up technical assistance to help remedy the deficiencies. These organizations must commit to working with HMIS staff to resolve the deficiencies identified.

## COMPONENT #5: Consumer Participation

Value = 5 points total

Data source: Self-report in project application & accompanying attachments as required

HEARTH regulations require the following of CoC-funded recipient and sub-recipients (24 CFR 578.75(g)):

*“(1) Each recipient and sub-recipient must provide for the participation of not less than one homeless individual or formerly homeless individual on the board of directors or other equivalent policymaking entity of the recipient or sub-recipient, to the extent that such entity considers and makes policies and decisions regarding any project, supportive services, or assistance provided under this part. This requirement is waived if a recipient or sub-recipient is unable to meet such requirement and obtains HUD approval for a plan to otherwise consult with homeless or formerly homeless persons when considering and making policies and decisions.”*

Recipients and sub-recipients will be required to either demonstrate compliance with this regulation, including documentation of the individuals' participation, or provide a description of how compliance will be met in the coming year. If the project has a recipient and sub-recipients(s) points will be awarded based on the extent to which all entities associated with the grant are compliant with this regulation.

For the purposes of the CoC's local application process, documentation of participation of a homeless or formerly homeless person on a policy-making entity may include:

- Board roster identifying the person who is homeless or formerly homeless
- Meeting notes of other policy-making entities, with an identification that this entity has body has policy-making abilities for the CoC program and includes persons who are homeless or formerly homeless
- Note: If the agency has a policy to not disclose the homeless/formerly homeless status of an individual serving in a decision-making capacity in order to protect that individual's privacy, the agency may submit a letter on agency letterhead explaining this.

### Scoring Scale

- Over the course of CY2018, the organization had no current consumer participation and currently has no plan to incorporate consumer participation = 0 pts
- Over the course of CY2018, the organization had no current consumer participation, but has a plan in place to incorporate consumer participation = 3 pts
- Over the course of CY2018, organization had consumer participation and provided documentation of same = 5 pts

Please see clarification below from HUD regarding how HUD defines “equivalent policymaking entity”

#### **Question:**

*“Does HUD have any further definition of what “other equivalent policymaking entity” includes? For example, would a resident tenant council meet this criteria? Would conducting consumer satisfaction surveys meet this criteria?”*

#### **HUD's Response:**

*“The recipient and subrecipient is only required to ensure participation of homeless individuals in entities making policies or decisions related to activities funded with CoC Program funding. The CoC Program interim rule does not require that this entity be the same entity as the recipient's board of directors if a separate equivalent policy making body will exist that is responsible for all policies and decisions related to CoC Program projects and activities. It should be noted that this requirement can be waived if a recipient*

or subrecipient is unable to meet the requirement and obtains HUD approval for an alternative consultation mechanism. If you would like to seek a waiver of this requirement, please contact your local HUD field office.

To answer your specific questions a resident tenant council would only meet the requirement if the body has policy making authority for the CoC Program. HUD would not consider a consumer satisfaction survey to meet the requirement and it would not be a suitable alternative.”

Source: HUD Ask-A-Question, 5-21-15

**COMPONENT #6 CoC Participation**

**Value = 3 points total**

*Data source: Records of Participation*

**Applies to: PSH, RRH, and TH**

| <b>Applies to: PSH, RRH, and TH</b>                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Scoring Range and Points Possible</b>                                                                                                                                                     |
| <p><u>Attendance at CoC Meetings (3 pts)</u><br/>           A maximum of 3 points are available for an agency’s participation in the Continuum of Care meetings from January – December 2018. Meeting dates were:</p> <ul style="list-style-type: none"> <li>• January 16, 2018</li> <li>• March 20, 2018</li> <li>• May 15, 2018</li> <li>• July 17, 2018</li> <li>• September 18, 2018</li> <li>• November 20, 2018</li> </ul> | <ul style="list-style-type: none"> <li>• 5 or more meetings: 3 points</li> <li>• 3 - 4 meetings: 2 points</li> <li>• 2 meetings: 1 point</li> <li>• 1 or fewer meetings: 0 points</li> </ul> |



## Component #7: Participation in Coordinated Assessment Model (CAM)

Value = Varies Depending on Project Type

*Data source: Records of participation, including HMIS*

Projects will be scored based on their participation in the CoC’s Coordinated Entry system (CAM). Over the course of 2018, there were variations in CAM participation expectations depending upon the type of project, as is reflected below.

|                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>CoC-Funded PSH Projects</b><br/>(total points possible: 5)</p> | <p><b><u>A) PSH Liaison Attendance at PSH Subcommittee Meeting</u></b></p> <ul style="list-style-type: none"> <li>• <b>2 points</b> if the agency was represented at 80% or more of the PSH subcommittee meetings from Jan – Dec 2018</li> <li>• <b>1 point</b> if the agency was represented at 60 - 79% of the PSH subcommittee meetings from Jan – Dec2018</li> <li>• <b>0 points</b> if the agency was represented at &lt;60% of the PSH subcommittee meetings from Jan – Dec 2018</li> </ul> <p><b><u>B) PSH Outcome Reporting</u></b><br/><i>This measure will only apply to referrals received from CAM over the course of 2018. It will not apply to any project transfers.</i></p> <ul style="list-style-type: none"> <li>• <b>1 point</b> if 75% or more of the referrals received in 2018 have a referral outcome recorded in HMIS.</li> <li>• <b>0 points</b> if fewer than 75% the referrals received in 2018 have a referral outcome recorded in HMIS.</li> </ul> <p><b><u>C) New Client Entries</u></b><br/>Transfers into the PSH program under review from another PSH program will be included. An exception will be made that if the transferred client was initially housed prior to the start of the CAM process, that client will be excluded from the calculations.</p> <ul style="list-style-type: none"> <li>• <b>2 points</b> if 100% of new client entries into the project from Jan – Dec 2018 were referred via the CAM process.</li> <li>• <b>1 point</b> if 95 – 99% of new client entries into the project from Jan – Dec 2018 were referred via the CAM process.</li> <li>• <b>0 points</b> if &lt;95% of new client entries into the project from Jan – Dec 2018 were referred via the CAM process.</li> </ul> |
| <p><b>CoC-Funded RRH Projects</b><br/>(total points possible: 4)</p> | <p><b><u>A) RRH Subcommittee Meeting Attendance</u></b></p> <ul style="list-style-type: none"> <li>• <b>2 points</b> if the agency was represented at 80% or more of the RRH subcommittee meetings from Jan – Dec 2018</li> <li>• <b>1 point</b> if the agency was represented at 60 - 79% of the RRH subcommittee meetings from Jan – Dec 2018</li> <li>• <b>0 points</b> if the agency was represented at &lt;60% of the RRH subcommittee meetings from Jan – Dec 2018</li> </ul> <p><b><u>C) New Client Entries</u></b><br/>Transfers into the RRH program under review from another RRH program will be included.</p> <ul style="list-style-type: none"> <li>• <b>2 points</b> if 100% of client entries into the project from Jan – Dec 2018 were referred via the CAM</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

|                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                        | <ul style="list-style-type: none"> <li>• <b>1 point</b> if 95 – 99% of client entries into the project from Jan – Dec 2018 were referred via the CAM</li> <li>• <b>0 points</b> if less than 95% of client entries into the project from Jan – Dec 2018 were referred via the CAM.</li> </ul>                                                                                                                                                                                                                   |
| <b>CoC-Funded TH</b><br>(total points possible: 1)     | <p><b><u>D) Making/Receiving Referrals</u></b></p> <ul style="list-style-type: none"> <li>• <b>1 point</b> if the TH project voluntarily sent and/or received referrals from CAM at any point in 2018.</li> <li>• <b>0 points</b> if the TH project did not voluntarily send and/or receive referrals from CAM at any point in 2018.</li> </ul>                                                                                                                                                                 |
| <b>HMIS Only Grants</b><br>(total points possible: 10) | <p><b>Over the course of 2018:</b></p> <p><b>E)</b> HMIS Lead Agency Staff attendance at PSH match or subcommittee meetings (2 pts)</p> <p><b>F)</b> HMIS Lead Agency staff generating reports from HMIS to support CAM process (2 pts)</p> <p><b>G)</b> HMIS Lead Agency staff providing CAM-specific HMIS training (2 pts)</p> <p><b>H)</b> HMIS Lead Agency staff providing customized HMIS reports to support CAM (2 pts)</p> <p><b>I)</b> HMIS Lead Agency staff at RRH sub committee meetings (2 pts)</p> |

## Component #8: PSH Policies

Value = 15 points

*Data source: Submitted PSH Policies*

As an outcome of the PSH site visits conducted by HAND and CSH staff in 2018, PSH providers are required to submit the policies identified below by April 26, 2019. In January 2019, PSH providers received details on what these policies should contain and how the policies should be submitted.

### Scored Components:

Each PSH project is required to submit the following 5 policies for review and scoring:

1. Annual Service Plan Review
2. Rent Collection Process
3. Rent & Utility Allowance Calculation
4. Program Termination (see definition of “termination” below)
5. Fair Housing and Equal Access/Non-Discrimination

Providers have been provided with guidance on what the policies should contain. The following scoring range is recommended for each policy. A PSH provider would be able to earn up to 15 points for this component.

- **0 points:** Organization does not submit policy by due date at all, or the policy that is submitted clearly does not address any of the recommended elements.
- **1 point:** Few of the recommended elements in the framework are addressed; it is not clear or logical on how policy would be implemented; the policy has not been formally approved by the organization nor is there a plan for approval.
- **2 points:** Most of the recommended elements in the framework are addressed; for the most part, the policy is clear and consistent, but some areas could have been stronger; the policy has not been formally approved by the organization, but a plan was provided for approval.
- **3 points:** All of the recommended the elements in the framework are addressed; the correct regulations are identified; the policy is clear, consistent, and implementable; the policy has been approved by the organization.

## Component #9: CAM Lead Agency & Implementing Partners Only

Value = 106 points (for SW); 58 points (for CHS)

Data source: CAM Lead Agency Evaluation

In the FY2019 CoC competition, the scoring criteria used for the CE-SSO projects be the same scoring elements that were reviewed for the CAM Lead Agency evaluation.

In early 2019, the Coordinated Entry lead agency (Southwest Counseling Solutions) and implementing partner (Community & Home Supports) were evaluated on various scored metrics. These metrics were developed between the CAM lead agency and the CAM Governance Committee and approved by the CoC board of directors. The metrics and approved scoring criteria may be found [here](#).

Based on the roles of the different entities, all the metrics will apply to Southwest Counseling Solutions, but only some of the metrics will apply to Community & Home Supports. The table below identified the scored metrics, and which apply to which agency.

|                                                                                                       | Scored Element Applies to: |    | Rationale                                                          |
|-------------------------------------------------------------------------------------------------------|----------------------------|----|--------------------------------------------------------------------|
|                                                                                                       | CHS                        | SW |                                                                    |
| 1. clients reporting satisfaction w/ Access Point process                                             | N/A                        | ✓  | SW staffs the Access points                                        |
| 2. % of UDEs entered for clients referred to shelter                                                  | N/A                        | ✓  | SW refers clients to shelters and is responsible for the HMIS UDEs |
| 3a & 3b. Average LOT between referral to shelter and RRH Nav apt                                      | ✓                          | ✓  | Both agencies participate in navigating clients                    |
| 4a, 4b, 4c. Average LOT between referral to shelter and PSH Nav apt                                   | ✓                          | ✓  | Both agencies participate in navigating clients                    |
| 7. % of clients who complete Nav. Apt and PSH packet is submitted                                     | ✓                          | ✓  | Both agencies participate in navigating clients                    |
| 8. % of PSH packets submitted by Navigators that are correct on first attempt                         | ✓                          | ✓  | Both agencies participate in navigating clients                    |
| 9. % of HCV apps submitted by Navigators that are correct on first attempt                            | ✓                          | ✓  | Both agencies participate in navigating clients                    |
| 11. Client satisfaction w/ Navigation                                                                 | ✓                          | ✓  | Both agencies participate in navigating clients                    |
| 12. % of HCV apps entered in MSHDA portal correct on 1 <sup>st</sup> attempt                          | N/A                        | ✓  | SW is responsible for HCV application entry into MSHDA portal      |
| 13. Avg. LOT from submission of recertification paperwork to update in portal                         | N/A                        | ✓  | SW is responsible for HCV application entry into MSHDA portal      |
| 14. 100% of CAM Liaisons notified within 2 business days of HCV pull notification from MSHDA (yes/no) | N/A                        | ✓  | SW is responsible for notifying liaisons of HCV pulls              |
| 15. % of RRH vacancy requests filled within 2 business days of being requested                        | N/A                        | ✓  | SW is responsible for responding to RRH vacancy requests           |
| 16. % of PSH vacancy requests filled within 2 business days of request                                | N/A                        | ✓  | SW is responsible for responding to PSH vacancy requests           |
| 17. # of trainings for CAM Participating Agencies                                                     | N/A                        | ✓  | SW had responsibility for providing this training in 2018          |
| 20. Submission of data reports to CoC Board                                                           | N/A                        | ✓  | SW is responsible for providing data to CoC board                  |

In future funding cycles, the CoC board and CAM Governance Committee may develop additional or different evaluation criteria for the Coordinated Entry/CAM SSO grants and implementing agencies. Such evaluation criteria should consider the role these projects plan with assisting persons experiencing homeless in accessing needed services and should align with the CAM policies and procedures.

## **Component #10: HMIS Lead Agency Only**

### **Project-Specific Performance**

#### **Proportional Points from FY2018 CoC Application**

**Value = 70 points**

*Data source: Score received on the FY2018 CoC Application*

HUD scores a CoC's HMIS implementation annually on several evaluation criteria, including the following:

1. Having required policies and procedures in place.
2. Bed coverage rates.
3. Data quality and completion rates.
4. The extent to which the HMIS system is able to generate required reports.
5. Submission of required data (Point in Time, Housing Inventory Count, System Performance Measures, Annual Homeless Assessment Report).
6. The amount of data the CoC is able to submit the AHAR (Annual Homeless Assessment Report).
7. Point-in-Time methodology and implementation.

HUD reviews and scores the responses given in the CoC application on these questions. In the FY2018 application, the Detroit CoC earned 18 out of 19 possible points (95% of the points possible) for the HMIS section of the CoC application which included the evaluation criteria above.

Over the course of 2018, the HMIS MOU and workplan outlining specific performance expectations for the HMIS project was in development, but not finalized by the CoC board. Therefore, for the FY2019 local application review and scoring process, the percentage of points earned for the HMIS section in the FY2018 CoC application (95%) will be applied to the total number of points possible for the "Project Specific Performance" section of the local application. This section is worth 70 points, therefore the HMIS grants will each receive 67 of these 70 points.

A value of 70 points was assigned to this section so that the total amount of points the HMIS project may receive is 103 (as detailed in chart above). Having a total of 103 points possible allows for comparable weighing of components across the PSH, RRH, TH, and HMIS projects.

### **Evaluation Process for HMIS Grants**

- The HMIS Lead agency will complete an application form and a self-evaluation that will respond to and address all the scored components for the HMIS grant.
- This self-evaluation, and supporting documentation, will be reviewed by the Values & Funding Priorities Committee.
- Based upon the self-evaluation and supporting documentation, the Values & Funding Priorities Committee will make a recommendation as to whether or not the HMIS grants should be submitted for renewal funding.
- HMIS Lead Agency staff, Collaborative Application staff, and CoC Lead staff will be recused from any review of the HMIS project application material or discussion pertaining to the same.

### **Future Evaluation Criteria for HMIS Grants**

The evaluation process for the HMIS grants in FY2019 is using the score received in the FY2018 CoC application HMIS section as a proxy for scoring HMIS project performance. This is being done for the FY2019 competition due to absence of other objective criteria on which to evaluate and score this project. For future funding cycles, the CoC board and committee(s) will need to develop additional evaluation criteria for the HMIS project. This evaluation criteria *may* include:

- Progress against HMIS project plan
- Extent to which privacy plan, data quality plan, and/or security plans are implemented
- End-user satisfaction ratings
- Incorporation or expansion of innovative technology or strategies
- Timely submission of APR reports to HUD
- Additional requirements to be identified in the MOU between HMIS Lead and CoC Board

### **All Projects (Non-Scored, Optional Question)**

#### Explanation of Performance Outcomes and Continuous Quality Improvement (optional question, not required)

Agencies may provide, in one-half page or less, an explanation or commentary on the project's performance outcomes for the items in any of the components and any steps the agency may be taking to implement a continuous quality improvement program. While this question will NOT be scored, an explanation may be included to help reviewers understand any special circumstances that contributed to the project's performance.

### **Additional Evaluation Protocol**

#### **First and Second Time Renewal Projects**

Projects that have had less than 12 full months of operation in CY2018 will not be evaluated on the following components:

- Component 1, 2, and 3

These projects *may* be evaluated on the following:

- 7B (outcome reporting): If project began receiving referrals from CAM in 2018
- 7C (new client entries) if project began housing people in 2018

These projects will be evaluated on the following:

- Components 4, 5, 6, 8 (if the agency has already had CoC funded PSH)
- Component 7A, only considering those meeting dates that align with when the new project funding started.

#### **Protocol for Components or Subcomponents Unable to be Evaluated**

In instances where a component or sub-component is unable to be evaluated, the following protocol will be used:

- Situation: Project is prohibited by law from entering into HMIS.
  - Protocol: The value of any scoring components that rely solely on *HMIS* data (such as HMIS data completeness, data quality, etc) will be removed from the total number of points that

- project may earn. That project will then only be scored on the remaining components/sub-components.
  - Protocol: For components that may be reported on via alternate internal agency records, those components will be evaluated and scored based on data the project submits to HAND in the format prescribed by HAND.
- Situation: The project had no (0) leavers, and the scored component/sub-component is based on a leaver's status.
  - Protocol: If the project had no leavers, then the project will be scored for the component/sub-component in question based only on the *stayers* in the program.
- Situation: There are additional factors that result in no data existing on which to evaluate a project.
  - Protocol: That scored component will be removed from the total number of points a project may earn. That project will then only be scored on the remaining components/sub-components.
- Situation: An agency receives communication from the funder that the project will no longer be receiving funding and takes steps to ramp down a project, then to have the funder reverse its decision and renew the projects funding.
  - Protocol: In such a situation scoring criteria that may have been impacted by a partial project ramp down will be reviewed and revised as needed based on the specifics of the situation.

In instances where such protocol needs to be implemented, the situations will be vetted by the Values & Funding Priorities Committee to ensure that the protocol are being applied appropriately to the projects in question and decisions are applied consistently to projects in question.

### **Recipient/Subrecipient Responsibility**

There are several projects in which the funds granted to an agency (the recipient) are sub-granted to one or more agencies (subrecipient). In general, the sub-recipient is responsible for carrying out the activities of the project, while the recipient is responsible for overall project management and reporting. This chart clarifies which entity will be reviewed for which scoring components. The recipient/subrecipient relationship applies to those agencies in which a subrecipient(s) is identified in the project application and grant agreement, unless the Collaborative Applicant has been notified in writing of another relationship between two agencies that resembles a recipient/subrecipient relationship that is implemented on a less formal basis.

| Scoring Component |                                             | Responsible Entity                                                                                                                                                                                                                                                                            |
|-------------------|---------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>#1</b>         | <b>Income &amp; Employment</b>              |                                                                                                                                                                                                                                                                                               |
|                   | (A) Leavers with Any Cash Income            | <ul style="list-style-type: none"> <li>• Project APR will be reviewed for this data.</li> <li>• Freedom House will report data on a form provided by HAND</li> <li>• The recipient is ultimately responsible for reviewing project performance data and submitting the APR to HUD.</li> </ul> |
|                   | (B) Leavers with Any Non-Cash Benefits      |                                                                                                                                                                                                                                                                                               |
|                   | (C) Leavers with Earned Income (Employment) |                                                                                                                                                                                                                                                                                               |
|                   | (D) Leavers & Stayers with Increase Income  |                                                                                                                                                                                                                                                                                               |
|                   | (E) ESL class enrollment (F.H. only)        |                                                                                                                                                                                                                                                                                               |
|                   | (F) Volunteer participation (F.H. only)     |                                                                                                                                                                                                                                                                                               |
|                   | (G) Leavers with Earned Income (F.H. only)  |                                                                                                                                                                                                                                                                                               |
| <b>#2</b>         | <b>Housing Performance</b>                  |                                                                                                                                                                                                                                                                                               |
|                   | (A) Project-specific                        | <ul style="list-style-type: none"> <li>• Project APR will be reviewed for this data.</li> <li>• The recipient is ultimately responsible for reviewing project performance data and submitting the APR to HUD.</li> </ul>                                                                      |
|                   | (B) Project-specific                        |                                                                                                                                                                                                                                                                                               |
| <b>#3</b>         | <b>Financial Performance</b>                |                                                                                                                                                                                                                                                                                               |
|                   |                                             | <ul style="list-style-type: none"> <li>• Recipient, via reporting in Sage</li> </ul>                                                                                                                                                                                                          |
| <b>#4</b>         | <b>HMIS Participation</b>                   |                                                                                                                                                                                                                                                                                               |
|                   | (A) Attendance at Agency Admin meetings     | <ul style="list-style-type: none"> <li>• Subrecipient attendance</li> </ul>                                                                                                                                                                                                                   |

| Scoring Component |                                                                                                                                     | Responsible Entity                                                                                                    |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
|                   | (B) UDE completion for ALL identified projects                                                                                      | <ul style="list-style-type: none"> <li>Review will be based on projects identified in Appendix C.</li> </ul>          |
|                   | (C) Clients exiting to known destination                                                                                            | <ul style="list-style-type: none"> <li>Review will be based on projects identified in Appendix C.</li> </ul>          |
|                   | (D) Submission of required information for Housing Inventory Count (HIC)                                                            | <ul style="list-style-type: none"> <li>Either the response received from the recipient or the subrecipient</li> </ul> |
| <b>#5</b>         | <b>Consumer Participation</b>                                                                                                       |                                                                                                                       |
|                   | (A) Participation of a homeless or formerly homeless consumer on the board of directors or other equivalent policymaking entity; or | <ul style="list-style-type: none"> <li>Both the recipient and the subrecipient per the HEARTH Regulations.</li> </ul> |
|                   | (B) Description how the recipient and/or sub-recipient will become compliant with this regulation.                                  |                                                                                                                       |
| <b>#6</b>         | <b>CoC Participation</b>                                                                                                            |                                                                                                                       |
|                   | (A) Attendance at Detroit CoC meetings                                                                                              | <ul style="list-style-type: none"> <li>Either recipient or subrecipient attendance</li> </ul>                         |
| <b>#7</b>         | <b>CAM Participation</b>                                                                                                            |                                                                                                                       |
|                   |                                                                                                                                     | <ul style="list-style-type: none"> <li>Subrecipient</li> </ul>                                                        |
| <b>#8</b>         | <b>Additional PSH Requirements</b>                                                                                                  |                                                                                                                       |
|                   |                                                                                                                                     | <ul style="list-style-type: none"> <li>Subrecipient, as the entity directly administering the project</li> </ul>      |
| <b>#9</b>         | <b>CAM Lead Agency</b>                                                                                                              |                                                                                                                       |
|                   |                                                                                                                                     | <ul style="list-style-type: none"> <li>Recipient</li> </ul>                                                           |
| <b>#10</b>        | <b>HMIS Lead Only</b>                                                                                                               |                                                                                                                       |
|                   |                                                                                                                                     | <ul style="list-style-type: none"> <li>Recipient</li> </ul>                                                           |

### Possible Future Evaluation Criteria

Applicants should be aware that future evaluations may include the following criteria:

- Substantiated Client Grievances
  - In the 2020 competition, points may be deducted from renewal or new project applications for substantiated client grievances.
- Other possible future evaluation criteria:
  - Length of time people remain homeless
  - Returns to homelessness
  - Number of persons becoming homeless for the first time
  - Additional CAM participation criteria
  - Project leveraging
  - Project draw down rates
  - Participant eligibility

## Additional Policies and Resources

Applicant agencies are encouraged to review and utilize the following policies and resources, which are posted on HAND's website at: [www.handetroit.org/continuum-of-care-funding/](http://www.handetroit.org/continuum-of-care-funding/).

### Self-Scoring Tools

Self-Scoring Tools are provided so that projects may understand how performance rates are calculated, and to understand what their performance may be. The completion of these tools is optional.

### Comments to Policies

The following policies were released for public comment on March 21, 2019. After reviewing comments received, the CoC board has issued the following final policies. Comments received, and responses to the comments, may be found on HAND's website at the link given above.

### FY2019 Ranking Policies

Details the order in which projects being submitted for new or renewal funding will be ranked.

### Detroit CoC Funding Application Review and Ranking Process

Details to the process used to review, score, and rank renewal and new CoC applications.

### Detroit CoC Funding Appeals Process Policy & Procedures

Details on how a CoC project may submit an appeal during the Continuum of Care competition.

### FY2019 Reallocation Policies

Details the CoC's policies for reallocation in the FY2019 competition.

## Contact Information

If you have questions or need further information, please contact Amanda Sternberg at [amanda@handetroit.org](mailto:amanda@handetroit.org) or (313) 964-3666 ext. 104.

## Material Delivery Instructions

Note the following material delivery instructions and due dates

| Item                                                           | Due date                       | Submission format                                                                                                                                    |
|----------------------------------------------------------------|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| Project Calendar Year APR (see Appendix B for details)         | <b>May 21, 2019</b>            | APR may be emailed to Amanda Sternberg ( <a href="mailto:amanda@handetroit.org">amanda@handetroit.org</a> ) or delivered in person to HAND's office. |
| Completed application and attachments (reference pages 24– 38) | <b>3:00 PM on June 3, 2019</b> | These items must be delivered in <b>hard-copy format to HAND's office.</b>                                                                           |

### Directions to HAND's office

Address:

3701 Miracles Blvd, Suite 101  
Detroit, MI 48201



HAND's offices are located in the Woodbridge Estates neighborhood

- From MLK & Lodge (M-10): Right into Woodbridge Estates (which is Miracles Blvd)
  - Our building is located on LEFT (one of three brown stone high rises) – Look for Letter K or 502 on building
  
- From Grand River and Selden (heading East on Selden):
  - Make a right on Miracles
  - Our building is located on the RIGHT (one of three brown stone high rises) – Look for Letter K or 502 on building

After entering the building, take the elevator up to the 1<sup>st</sup> floor.

**Evaluation Criteria for New Project Applications**  
**Permanent Supportive Housing (PSH) & Rapid Rehousing (RRH)**

**Evaluation Criteria for New Housing Projects**

Applications applying for new PSH or RRH funding will be evaluated and scored on the following components. Changes from the 2018 scoring criteria is given. Scoring criteria for *expansion* projects is given after this chart. There are slight variations in the components to be evaluated, based on the type of project being applied for:

| Area of Evaluation                         | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Max Points possible<br>(% of total points possible) |                       |         |
|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------|---------|
|                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | PSH:<br>Scattered-Site                              | PSH:<br>Project-Based | RRH     |
| <b>Applicant Experience &amp; Capacity</b> | <ul style="list-style-type: none"> <li>• Any outstanding concerns with current CoC grants</li> <li>• Extent to which application currently operates housing of the kind it is applying for (1 pt)</li> <li>• Clarity of roles of partners on project (if applicable)</li> <li>• Extent to which project demonstrates administrative and staffing capacity to expand.</li> <li>• Review will take into consideration:               <ul style="list-style-type: none"> <li>○ Extent to which applicant has met targets for ramping up new FY17 project; or how applicant is addressing challenges in meeting those targets.</li> <li>○ Status of compliance with a CoC Corrective Action Plan over the past two years, if applicable.</li> </ul> </li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>• Clarification on how review will consider capacity.</li> </ul> | 5 (4%)                                              | 5 (4%)                | 5 (4%)  |
| <b>Project Description</b>                 | <ul style="list-style-type: none"> <li>• Target Population</li> <li>• Clarity of overall description of project</li> <li>• Projected outcomes</li> <li>• Coordinating with other partners</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>• None.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 10 (8%)                                             | 10 (8%)               | 10 (8%) |
| <b>Project Timeline</b>                    | <ul style="list-style-type: none"> <li>• Extent to which project will enroll first participant within following time frames after signing grant agreement:</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 5 (4%)                                              | 5 (4%)                | 5 (4%)  |

| Area of Evaluation                  | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Max Points possible<br>(% of total points possible) |                       |          |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------|----------|
|                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | PSH:<br>Scattered-Site                              | PSH:<br>Project-Based | RRH      |
|                                     | <ul style="list-style-type: none"> <li>○ 3 months (PSH – Scattered Site or Project Based; if a project-based PSH project requires rehab before clients can housed, the 3 months requirement will begin after rehab is completed.)</li> <li>○ 3 months (RRH)</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>• Scoring criteria separated out from “Project Description” component to more clearly align with HUD’s new project application.</li> <li>• Scoring criteria changed from when project activities must start to a narrower focus on when it is expected the first client will be enrolled.</li> </ul>                                                                                                                                               |                                                     |                       |          |
| <b>Participation in CAM</b>         | <ul style="list-style-type: none"> <li>• Up to 8 points awarded proportionally based on points the agency earns on the CAM participation portion of its renewal application(s). For example, if an agency earned 50% of the points possible for CAM participation in the renewal application, that agency’s new project application would earn 4 out of the 8 points for this section.</li> <li>• Agencies that do not currently receive CoC PSH or RRH funding or that have never participated in CAM will be unable to earn these points, and therefore points associated with this criterion will be removed.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>• Reducing points possible to account for new/increased scoring criteria elsewhere</li> </ul> | 8 (6%)                                              | 8 (6%)                | 8 (6%)   |
| <b>Relationships with Landlords</b> | <ul style="list-style-type: none"> <li>• How the agency works with landlords to recruit their participation.</li> <li>• How agency ensures on-going communication and maintenance of positive relationships with landlords.</li> <li>• Applicants will be asked to provide objective information such as: the number of landlords they work with, the number of landlord relationship-building events they hold annual (ie, breakfasts, meet-and-greets, landlord fairs, etc).</li> </ul>                                                                                                                                                                                                                                                                                                       | 20 (15%)                                            | N/A                   | 20 (15%) |

| Area of Evaluation      | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Max Points possible<br>(% of total points possible) |                       |     |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------|-----|
|                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | PSH:<br>Scattered-Site                              | PSH:<br>Project-Based | RRH |
|                         | <ul style="list-style-type: none"> <li>• Applicants will be required to provide the average length of time it currently takes them to house people (from project entry to housing move-in date). Points will be earned based on how they perform in comparison to local community averages (which will be provided in the final RFP). Current community averages*:               <ul style="list-style-type: none"> <li>○ PSH: 63 days</li> <li>○ RRH: 53 days</li> </ul> </li> <li>• Half of the points possible will be based on narrative response on landlord relationships, and half of the points based on the average length of time it takes to house an individual.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>• Reducing points possible to account for new/increased scoring criteria elsewhere</li> </ul>                                                                                                       |                                                     |                       |     |
| <b>Site Description</b> | <ul style="list-style-type: none"> <li>• Description of the project site and its' appropriateness as PSH</li> <li>• Any current use concerns with building (ie, zoning concerns, if bldg. is currently in use for another purpose, etc)</li> <li>• Applicant will need to demonstrate other funding/vouchers committed to this project, such as from the City, MSHDA, or DHC.</li> <li>• If project need rehab, applicant must demonstrate commitment of other funds to cover rehab costs and timeline for completion of rehab work. Additional expertise will be sought in reviewing these projects.</li> <li>• Threshold criteria: Projects may not be SRO; must have private sleeping, bathing, food prep areas. Projects that do not meet this standard will not be reviewed.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>• Reducing points possible to account for new/increased scoring criteria elsewhere.</li> </ul> | N/A                                                 | 20 (15%)              | N/A |

\* Data source: HMIS for CoC funded projects for CY2018

| Area of Evaluation                                                      | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Max Points possible<br>(% of total points possible) |                       |        |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------|--------|
|                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | PSH:<br>Scattered-Site                              | PSH:<br>Project-Based | RRH    |
| <b>Obtaining and Maintaining Permanent Housing</b> (narrative response) | <ul style="list-style-type: none"> <li>Evaluates how project assists client with accessing and maintaining housing</li> <li>How project identifies and addresses barriers to housing.</li> <li>Housing search process and client choice incorporated.</li> <li>How project ensures rent reasonableness.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>In 2018, this component and narrative response on increasing income/employment were combined into one component. Separating them will allow for better evaluation of project quality related to assisting clients with obtaining/maintaining housing.</li> </ul>                                                          | 5 (4%)                                              | 5 (4%)                | 5 (4%) |
| <b>Increasing Income/Employment</b> (narrative response)                | <ul style="list-style-type: none"> <li>How clients are assisted to increase their income and employment</li> <li>What services are provided to help clients locate employment and access mainstream resources</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>In 2018, this component and narrative response on obtaining/maintaining housing were combined into one component. Separating them will allow for better evaluation of project quality related to assisting clients with increasing income/employment.</li> <li>Component is worth more for new RRH projects, as assisting clients with increasing income is key to client sustainability after RRH ends.</li> </ul> | 4 (3%)                                              | 4 (3%)                | 7 (5%) |
| <b>Use of Peer Supports</b>                                             | <ul style="list-style-type: none"> <li>Project will be evaluated on extent to which peer supports are used in service delivery, as use of peer supports is a best practice and promotes project quality.</li> <li>Applicants will be asked to describe: <ul style="list-style-type: none"> <li>How peers are used as a part of the service team to enhance supports and services provided to tenants</li> <li>The supervision process for peer support specialists</li> </ul> </li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>New in 2019</li> </ul>                                                                                                                             | 3 (2%)                                              | 3 (2%)                | 3 (2%) |

| Area of Evaluation                          | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Max Points possible<br>(% of total points possible) |                       |          |
|---------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------|----------|
|                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | PSH:<br>Scattered-Site                              | PSH:<br>Project-Based | RRH      |
| <b>Client to Case Manager Ratio</b>         | <ul style="list-style-type: none"> <li>Agencies will be required to state the client to case manager ratio, as these ratios are a measure of project quality.</li> <li>Projects with a higher ratio will earn fewer points.</li> <li>The scoring scale will compare project to known best practices for staff/client ratios of similar project types.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>New in 2019</li> </ul>                                                                                                                                                                                                                                                                                                                                                                     | 3 (2%)                                              | 3 (2%)                | 3 (2%)   |
| <b>Housing First – narrative response</b>   | <ul style="list-style-type: none"> <li>Score earned on the extent to which project is able to demonstrate how it incorporates Housing First into its program</li> <li>Description of how they incorporate Housing First</li> <li>Applicants will be asked to describe how they work with tenants who may be non-compliant with medication, treatment, or have other behavioral concerns and are unwilling to engage in services.</li> <li>Review an example of lease (required attachment)</li> <li>Review of eviction prevention and project termination policies (required attachment)</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>Reduced points possible to account for new/increased scoring criteria elsewhere</li> <li>Submission of project termination policies required</li> </ul> | 10 (7%)                                             | 10 (7%)               | 10 (7%)  |
| <b>Past Housing Outcomes Data</b>           | <ul style="list-style-type: none"> <li>Application must provide data demonstrating housing outcomes</li> <li>Full points for demonstrating 90% of clients over past year obtained/maintained PH</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>Increase point value as this is an important objective measure on which to evaluate projects</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                          | 15 (11%)                                            | 15 (11%)              | 15 (11%) |
| <b>Past Income/Employment Outcomes Data</b> | <ul style="list-style-type: none"> <li>Application must provide data demonstrating income/employment</li> <li>Full points for demonstrating 20% of clients over past year increased income/employment</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 8 (6%)                                              | 8 (6%)                | 15 (11%) |

| Area of Evaluation                     | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Max Points possible<br>(% of total points possible) |                       |          |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------|----------|
|                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | PSH:<br>Scattered-Site                              | PSH:<br>Project-Based | RRH      |
|                                        | <u>Change from 2018</u> <ul style="list-style-type: none"> <li>• Increase point value as this is an important objective measure on which to evaluate projects</li> <li>• RRH projects worth more points because increasing income is necessary for RRH client sustainability</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                       |                                                     |                       |          |
| <b>Billing Medicaid for Services</b>   | <ul style="list-style-type: none"> <li>• Extent to which agency is able to bill Medicaid for services, or has partnership (MOU provided) with agency that is able to bill Medicaid (PSH only).</li> <li>• Applicants may earn additional points by demonstrating ability to provide Medicaid-billable services for services provided within the tenant's home.</li> <li>• The greater extent to which agency can leverage Medicaid or other mainstream resources, the greater ability to earn points.</li> </ul> <u>Change from 2018</u> <ul style="list-style-type: none"> <li>• Reducing points possible to account for new/increased scoring criteria elsewhere</li> </ul> | 8 (6%)                                              | 8 (6%)                | N/A      |
| <b>Enrolling Clients into Medicaid</b> | <ul style="list-style-type: none"> <li>• Extent to which agency has activities in place to enroll persons in Medicaid or other mainstream resources.</li> </ul> <u>Change from 2018</u> <ul style="list-style-type: none"> <li>• Reducing points possible to account for new/increased scoring criteria elsewhere.</li> </ul>                                                                                                                                                                                                                                                                                                                                                 | 4 (3%)                                              | 4 (3%)                | 4 (3%)   |
| <b>Budget &amp; Match</b>              | <ul style="list-style-type: none"> <li>• Budget requests allowable CoC costs</li> <li>• Project must give all funding used to support project, including CoC funds, match, and other funding.</li> <li>• Project will be asked if other funding sources are committed or expected.</li> <li>• Points earned to the extent that the budget is clear and logical and aligns with the rest of the application</li> <li>• Project must meet HUD's 25% match requirement</li> <li>• If agency is requesting multiple projects (new and/or renewal), will need to demonstrate that the identified match is distinct for each</li> </ul>                                             | 13 (10%)                                            | 13 (10%)              | 13 (10%) |

| Area of Evaluation                            | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                    | Max Points possible<br>(% of total points possible) |                       |        |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------|--------|
|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                         | PSH:<br>Scattered-Site                              | PSH:<br>Project-Based | RRH    |
|                                               | <ul style="list-style-type: none"> <li>Agencies that submit documentation of match may earn more points.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>Increase point value as this is an important objective measure on which to evaluate projects</li> <li>More points may be earned if other funding sources are already committed (and not just expected)</li> </ul>                             |                                                     |                       |        |
| <b>Leveraging Experience</b>                  | <ul style="list-style-type: none"> <li>Narrative response.</li> <li>The extent to which the project can leverage other resources into the project.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>No change</li> </ul>                                                                                                                                                                                | 3 (2%)                                              | 3 (2%)                | 3 (2%) |
| <b>Per Unit Cost</b>                          | <ul style="list-style-type: none"> <li>Per unit cost as compared to other new projects under review.</li> <li>Accounts for total project budget (all line items, all sources of funding)</li> <li>Projects that have a per-unit cost significantly higher than other new projects under review earn fewer points.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>Reduction in points value</li> </ul> | 5 (4%)                                              | 5 (4%)                | N/A    |
| <b>Attachments</b> (inclusion and content of) | <ul style="list-style-type: none"> <li>Required attachments all submitted, and no concerns/issues noted therein.</li> <li>Audit will be reviewed separately, as noted below.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>Reduction in points value.</li> </ul>                                                                                                                                     | 2 (1%)                                              | 2 (1%)                | 2 (1%) |
| <b>Audit Findings</b>                         | <ul style="list-style-type: none"> <li>Documents to be submitted with application that will be reviewed: <ul style="list-style-type: none"> <li>Most recent HUD monitoring report and additional correspondence as applicable</li> <li>Most recent agency financial audit and A-133</li> </ul> </li> </ul>                                                                                                                              | -10 for outstanding audit findings                  |                       |        |



| Area of Evaluation                              | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                                        | Max Points possible<br>(% of total points possible) |                                         |            |
|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------------------------|------------|
|                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                             | PSH:<br>Scattered-Site                              | PSH:<br>Project-Based                   | RRH        |
|                                                 | <ul style="list-style-type: none"> <li>Points will be reduced for outstanding audit finding. "Outstanding" means: There has been no corrective action plan submitted (if the timeframe for submission has passed) or the corrective action plan that was submitted was not accepted.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>New for 2019</li> </ul>                                                               |                                                     |                                         |            |
| <b>Review of Entire Applicant CoC Portfolio</b> | <ul style="list-style-type: none"> <li>If an applicant and/or subrecipient renewal projects in FY2019 do not pass the renewal project threshold, ten (10) points will be deducted from the new project application's overall score.</li> <li>This policy will not apply to applicants/subrecipients that are not currently recipients of CoC funding.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>No change</li> </ul> |                                                     | -10 if renewal(s) do not pass threshold |            |
| <b>TOTAL POINTS POSSIBLE</b>                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>135</b>                                          | <b>135</b>                              | <b>135</b> |

Threshold Score

Projects that score less than 70% of the maximum points possible will not be given further consideration for funding. The Detroit CoC reserves the right to reject all proposals or reject portions of any proposal.

**Scoring Criteria for Expansion Grants (PSH or RRH)**

Expansion grants are currently funded CoC projects that apply for additional new funding to expand their current project. The primary source of scoring for expansion projects will be the score the project earned on its FY19 renewal application.

| Area of Evaluation                                     | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Max Points possible<br>(% of total) |          |
|--------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|----------|
|                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | PSH                                 | RRH      |
| <b>Applicant Experience</b>                            | <ul style="list-style-type: none"> <li>Any outstanding concerns with current CoC grants</li> <li>Clarity of roles of partners on project (if applicable)</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>None</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                         | 5 (4%)                              | 5 (4%)   |
| <b>Capacity to Expand</b>                              | <ul style="list-style-type: none"> <li>Extent to which project demonstrates administrative and staffing capacity to expand.</li> <li>Review will take into consideration:                             <ul style="list-style-type: none"> <li>Extent to which applicant has met targets for ramping up new FY17 project; or how applicant is addressing challenges in meeting those targets.</li> <li>Status of compliance with a CoC Corrective Action Plan over the past two years, if applicable.</li> </ul> </li> </ul> <p><u>Recommended change from 2018</u></p> <ul style="list-style-type: none"> <li>Reduction in points value</li> </ul> | 15 (12%)                            | 15 (12%) |
| <b>Rationale for New Funding Request</b>               | <ul style="list-style-type: none"> <li>Extent to which project presents a clear rationale for additional funding.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>Reduction in points value.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                          | 8 (6%)                              | 8 (6%)   |
| <b>Renewal Project Component #1 Proportional Score</b> | <ul style="list-style-type: none"> <li>Increase in Client employment/income).</li> <li>Aligns with SPM #4.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>Increase point value; RRH project more points because of the importance of increasing income for clients in RRH projects</li> </ul>                                                                                                                                                                                                                                                                                                                   | 10 (8%)                             | 20 (16%) |
| <b>Renewal Project Component #2 Proportional Score</b> | <ul style="list-style-type: none"> <li>Housing Outcomes</li> <li>Aligns with SPM #7</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>Increase in point value</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                           | 15 (12%)                            | 15 (12%) |

| Area of Evaluation                                         | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Max Points possible<br>(% of total) |          |
|------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|----------|
|                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | PSH                                 | RRH      |
| <b>Renewal Project Component #3<br/>Proportional Score</b> | <ul style="list-style-type: none"> <li>Spending Mostly Recently Completed Grant</li> </ul> <u>Change from 2018</u> <ul style="list-style-type: none"> <li>Decrease in point value to account for increase in points or new components elsewhere</li> </ul>                                                                                                                                                                                                                                                                                                                                        | 5 (4%)                              | 5 (4%)   |
| <b>Renewal Project Component #7<br/>Proportional Score</b> | <ul style="list-style-type: none"> <li>Participation in CAM</li> </ul> <u>Change from 2018</u> <ul style="list-style-type: none"> <li>Increase in point value</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                          | 10 (8%)                             | 10 (8%)  |
| <b>Renewal Project Component #8<br/>Proportional Score</b> | <ul style="list-style-type: none"> <li><b>PSH Provider Policies</b></li> <li><b>Measure of Project Quality</b></li> </ul> <u>Change from 2018</u> <ul style="list-style-type: none"> <li>New component in 2019</li> </ul>                                                                                                                                                                                                                                                                                                                                                                         | 10 (8%)                             | N/A      |
| <b>Experience ramping up projects</b>                      | <ul style="list-style-type: none"> <li>Agency success with ramping up new projects in the past and how they will address any challenges with ramping up this new project.</li> </ul> <u>Change from 2018</u> <ul style="list-style-type: none"> <li>None</li> </ul>                                                                                                                                                                                                                                                                                                                               | 20 (16%)                            | 20 (16%) |
| <b>Housing First narrative response</b>                    | <ul style="list-style-type: none"> <li>Score earned on the extent to which project is able to demonstrate how it incorporates Housing First into its program</li> <li>Description of how they incorporate Housing First</li> <li>Applicants will be asked to describe how they work with tenants who may be non-compliant with medication, treatment, or have other behavioral concerns and are unwilling to engage in services.</li> </ul> <u>Change from 2018</u> <ul style="list-style-type: none"> <li>Increase points and clearer better alignment with other new project scoring</li> </ul> | 10 (8%)                             | 10 (8%)  |
| <b>Budget &amp; Match</b>                                  | <ul style="list-style-type: none"> <li>Budget requests allowable CoC costs</li> <li>Project must give all funding used to support project, including CoC funds, match, and other funding.</li> <li>Project will be asked if other funding sources are committed or expected.</li> <li>Points earned to the extent that the budget is clear and logical and aligns with the rest of the application</li> <li>Project must meet HUD's 25% match requirement</li> </ul>                                                                                                                              | 10 (8%)                             | 10 (8%)  |

| Area of Evaluation                              | Review will take into consideration:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Max Points possible (% of total)        |        |
|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------|
|                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | PSH                                     | RRH    |
|                                                 | <ul style="list-style-type: none"> <li>If agency is requesting multiple projects (new and/or renewal), will need to demonstrate that the identified match is distinct for each</li> <li>Agencies that submit documentation of match may earn more points.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>Increase point value as this is an important objective measure on which to evaluate projects</li> <li>More points may be earned if other funding sources are already committed (and not just expected)</li> </ul>                                                                                                                                                                                             |                                         |        |
| <b>Per Unit Cost</b>                            | <ul style="list-style-type: none"> <li>Per unit cost as compared to other new projects under review</li> <li>Accounts for total project budget (all line items, all sources of funding)</li> <li>Projects that have a per-unit cost significantly higher than other new projects under review earn fewer points.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>New in 2018 for expansion projects</li> </ul>                                                                                                                                                                                                                                                                                                          | 5 (4%)                                  | N/A    |
| <b>Attachments</b> (inclusion and content of)   | <ul style="list-style-type: none"> <li>Required attachments all submitted, and no concerns/issues noted therein</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>None</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2 (2%)                                  | 2 (2%) |
| <b>Audit Findings</b>                           | <ul style="list-style-type: none"> <li>Documents to be submitted with application that will be reviewed: <ul style="list-style-type: none"> <li>Most recent HUD monitoring report and additional correspondence as applicable</li> <li>Most recent agency financial audit and A-133</li> </ul> </li> <li>Points will be reduced for outstanding audit finding. "Outstanding" means: There has been no corrective action plan submitted (if the timeframe for submission has passed) or the corrective action plan that was submitted was not accepted.</li> <li>Points will be deducted from applications score for outstanding audit findings.</li> </ul> <p><u>Change from 2018</u></p> <ul style="list-style-type: none"> <li>New for 2019</li> </ul> | -10 for outstanding audit findings      |        |
| <b>Review of Entire Applicant CoC Portfolio</b> | <ul style="list-style-type: none"> <li>If an applicant and/or subrecipient has any renewal projects in FY2019 that do not pass the renewal project threshold, ten (10) points will be deducted from the new project application's overall score.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | -10 if renewal(s) do not pass threshold |        |

| Area of Evaluation | Review will take into consideration:   | Max Points possible<br>(% of total) |            |
|--------------------|----------------------------------------|-------------------------------------|------------|
|                    |                                        | PSH                                 | RRH        |
|                    | <u>Change from 2018</u><br>• No change |                                     |            |
|                    | <b>TOTAL</b>                           | <b>125</b>                          | <b>120</b> |

Current Project Score

The score given for each “Current Project Performance” component will be based on the amount of points the project earned on its renewal application, proportionally. For example, if a PSH project is applying for an expansion grant and earned 30/40 points (75%) on Component 2 in its renewal application, the project will earn 11.25 points (75% of 15) for the comparable component on its expansion grant.

Threshold Score

Projects that score less than 70% of the maximum points possible will not be given further consideration for funding. The Detroit CoC reserves the right to reject all proposals or reject portions of any proposal.



## **FY2019 Detroit Continuum of Care Competition Ranking Policies**

Preliminary, pre- NOFA release

### **Eligibility**

In order to be submitted to HUD for renewal, projects in the Detroit Continuum of Care seeking renewal funding must meet the following basic eligibility criteria:

- 1) Submit completed renewal application and additional required documents to HAND as outlined in this document.
- 2) Meet the threshold score of at least 70% on their renewal project application or have been approved by the Appeals Committee to still be submitted for renewal if under threshold score.
- 3) Meet the HUD application deadlines (ie, entry into eSNAPS) set by the CoC.
- 4) Projects that were required by the CoC to participate in technical assistance in previous competition years must be compliant with all requirements in the projects' technical assistance plan.
- 5) Meet all HUD eligibility criteria, as outlined in the FY2019 CoC Program NOFA (to be released), the July 2012 CoC Program Interim HEARTH Regulations, and other official documents published by HUD.
- 6) A representative from the organization must attend the **May 14, 2019** Detroit CoC grantee meeting, held from **2:00 PM – 4:00 PM** at the **Northeast Guidance Center Wellness Academy**, located at **2900 Conner Ave, Building A, Detroit, 48215**.

### **Exclusion or Removal from Project Ranking List**

The Detroit CoC reserves the right to exclude or remove a renewal project from the project ranking list, and consequently not submit a project for renewal funding, in the event of written notification from the local HUD Field Office that the project has been out of compliance with regulatory or programmatic requirements and has made no progress on any corrective actions as required by HUD.

Any renewal projects excluded or removed from the project ranking list will be reallocated to a new project(s).

### **FY2019 Detroit CoC Project Ranking Policies**

Projects seeking CoC funding in the FY2019 competition will be ranked in the following order:

1. The CoC's renewal infrastructure projects will be ranked first, in the following order:
  - a. HMIS renewal projects in by overall percentage scored on the application, from highest to lowest.
  - b. CE-SSO projects by overall percentage scored on the application, from highest to lowest.
2. New project(s) created via reallocation or Permanent Housing Bonus (PHB) funds up to approximately \$1 million in the following order.
  - a. PSH project(s) by highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - b. RRH project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - c. TH-RRH combination project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.

- d. CE-SSO by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - e. Dedicated HMIS grants by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
3. First and second time renewal projects that have not yet completed one full calendar year of operations in in the following order:
  - a. PSH project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - b. RRH project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - c. TH-RRH project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - d. CE-SSO project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - e. Dedicated HMIS project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
4. Renewal Permanent Supportive Housing (PSH) projects ranked by overall percentage scored on the renewal application, from highest to lowest.
5. All renewal Rapid Rehousing (RRH) by overall percentage scored on the renewal application, from highest to lowest.
6. All renewal Transitional Housing (TH) projects by overall percentage scored on the renewal application, from highest to lowest.
7. Remaining new projects in the following order:
  - a. PSH project(s) by highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - b. RRH project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - c. TH-RRH combination project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - d. CE-SSO by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - e. Dedicated HMIS grants by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
8. New Domestic Violence Bonus projects in the following order:
  - a. Highest overall percentage scored on the application. If needed as a tie breaker, in order of the time the application was submitted to HAND, from first submitted to last.

### **Consolidated Project Ranking**

Projects that submit as a consolidated grant will be ranked as follows:

- The individual grants will be ranked according to individual project score
- The consolidated grant will be ranked according to the highest scoring individual project included in the consolidation.

### **Tie-Breaking Criteria for Ranking Policies 4, 5, and 6**

Tie-breakers for ranking policies 4, 5, and 6 will be applied in the following order:

1. First tie-breaker: the *percentage* on component 2A of the project-specific housing performance in the local application
2. Second tie-breaker: the *percentage* on component 2B of the project-specific housing performance in the local application
3. Third tie-breaker: the *percentage* on component 1A of the project performance in the local application (leaving with source of cash income)
4. Fourth tie-breaker: the *percentage* on component 1B of the project performance in the local application (leaving with source of non-cash income)

### **Project-Specific Housing Performance**

“Project-specific housing performance” refers to scored component #2 of the local application. This component is further divided into 2 sub-components (parts A and B). The specific performance criteria being measured depends upon the project type, as different project types have different housing- focused performance expectations.

### **Projects that Straddle Tier 1/Tier 2**

If a project, once listed in ranked order, straddles the Tier 1/Tier 2 funding line, the following policy will apply: If a project is straddling the line – that is, a portion of the project budget falls within Tier 1 and a portion falls within Tier 2 – that project will be asked if the project would still be feasible if it was only funded for the amount in Tier 1.

1. If the project indicates that it would still be feasible at the reduced amount, it will be required to submit in writing how the project would remain feasible.
2. The Values & Funding Priorities Committee will review the feasibility plan, and decide whether the project would be feasible at the reduced amount. If the Committee decides it will be feasible, the project will be submitted as is, straddling the Tier 1/Tier 2 line.
3. If the Committee decides that the project would not be feasible at the reduced amount, or if the project itself indicates that it would not be feasible at the reduced amount, that project will be dropped down so that it wholly fits into Tier 2, and the next ranked project will have the same opportunity to show feasibility if straddling the line.
4. This process will continue until the following are realized:
  - a. All Tier 1 funds are allocated; OR
  - b. The amount of funds remaining in Tier 1 are a negligible amount. If this occurs, the CoC retains the discretion to allocate the remaining funds to another project in Tier 1 that can accept additional funds. The Collaborative Applicant will make a recommendation on this allocation; this recommendation will be reviewed and approved by the CoC Board before implementing.
5. If the amount remaining in Tier 1 is of such a small amount that no project indicates it would be feasible at that reduced amount, steps 2 through 4 will not apply, but rather the projects will be ranked according to their original ranked order.



### **Renewal Project Threshold Score**

All projects applying for renewal funding will be evaluated and scored on a given point scale which will be given in the FY2019 CoC Application Policies. Renewal projects must score at least 70% of the points possible in order to be placed on the project ranking list. Renewal projects that do not score at least 70% will be able to submit an appeal in accordance with the Appeals Policy.

### **Renewal Project Appeals**

Renewal projects that score less than the amount of points required for passing threshold may submit an appeal to the Appeals Committee. The Appeals Committee will review the appeal and make a recommendation to the CoC Board on whether or not the appeal should be granted. If the appeal is granted, the project will be submitted for funding and placed on the project ranking list in accordance with the ranking policies given above. If an appeal is not granted, the project will be reallocated to a new project(s). The reallocated funds will be available for organizations to apply for via a competitive Request for Proposals (RFP). Details on the appeals policy may be found the Appeals Policy.

**A project may not appeal its placement on the project ranking list.**

### **Policy Review Post NOFA Release**

The Detroit CoC Board approved the preliminary ranking policies on May 6, 2019 prior to the release of the FY2019 CoC Program Notice of Funding Availability (NOFA). The preliminary policies were approved noting that adjustments may need to be made following the release of the FY2019 NOFA to ensure the policies aligned with, and did not contradict, the NOFA.

### **Final Ranking List Review and Recommendation**

Following the submission, review, and scoring of all renewal and new project applications, a preliminary project ranking list will be developed in accordance with the above policies. This ranking list, with projects identified by name and type, will be reviewed by the Values & Funding Priorities Committee. The Values & Funding Priority Committee may recommend to the CoC board that a project(s) that would have been in Tier 2 because of the ranking policies instead be placed into Tier 1. If the Committee chooses to move a Tier 2 project up to Tier 1, it will need to provide rationale for the recommendation. The Committee will present its final recommended project ranking list to the CoC board in accordance with the timeframe required by HUD. The CoC board will make the final decision on the project ranking list.

## **1E-4 Attachment Part 1a: Evidence**

### **A: Final Score Forms**

The following documents demonstrate how the Detroit CoC reviewed and scored renewal projects. Following is a sample score card for a renewal PSH project. This score card is reflective of how most renewal projects were evaluated. Renewal projects are evaluated on several objective criterion. Highlighted in the score card are two examples of these criterion:

- Performance data related to increasing employment income (to align with System Performance Measures)
- Performance data related to exit to/retention of permanent housing (to align with System Performance Measures)

Also included is the scoring card used to evaluate new DV Bonus projects, highlighting how the project was evaluated ensuring safety and confidentiality of persons served.



**Detroit Continuum of Care  
FY2019 HUD CoC Renewal Project Scoring Sheet**

June 11, 2019

|                                                                                   |            |
|-----------------------------------------------------------------------------------|------------|
| <b>Applicant Organization Name:</b>                                               | [REDACTED] |
| <b>Project Name:</b>                                                              | [REDACTED] |
| <b>HUD Project Component Type:</b>                                                | <b>PSH</b> |
| <b>Initial Score:</b>                                                             | 110        |
| <b>Points Deducted:</b>                                                           | 0          |
| <b>FINAL POINTS:</b>                                                              | <b>110</b> |
| <b>Points Possible for Project</b>                                                | <b>116</b> |
| <b>Percentage Earned</b>                                                          | <b>95%</b> |
| <b>Passed Threshold? (Yes or No):</b><br><i>(70% is needed to pass threshold)</i> | <b>YES</b> |

| <b>Scoring Summary Chart</b>                               |                            |                      |
|------------------------------------------------------------|----------------------------|----------------------|
|                                                            | <b>Max Points Possible</b> | <b>Points Scored</b> |
| <b>Component #1: Mainstream Resources &amp; Employment</b> |                            |                      |
| A) Leavers w/cash income                                   | 5                          | 5                    |
| B) Leavers w/non-cash benefits                             | 5                          | 5                    |
| C) Leavers w/earned income                                 | 3                          | 3                    |
| D) Leavers w/increase in total income                      | 2                          | 2                    |
| <b>Component #2: Housing Performance</b>                   |                            |                      |
| A) Project-specific                                        | 30                         | 30                   |
| B) Project-specific                                        | 10                         | 10                   |
| <b>Component #3: Financial Performance</b>                 |                            |                      |
|                                                            | 15                         | 15                   |
| <b>Component #4: HMIS Participation</b>                    |                            |                      |
| A) Agency Admin Mtg Attend                                 | 3                          | 3                    |
| B) UDE Completion                                          | 6                          | 6                    |
| C) Known Exit Destinations                                 | 6                          | 6                    |
| D) 2019 HIC Submission                                     | 5                          | 0                    |
| <b>Component #5: Consumer Participation</b>                |                            |                      |
|                                                            | 5                          | 5                    |
| <b>Component #6: CoC Participation</b>                     |                            |                      |
| CoC Meeting Attendance                                     | 3                          | 3                    |
| <b>Component #7: CAM Participation</b>                     |                            |                      |
| A) Subcommittee Mtg attendance                             | N/A                        | N/A                  |
| B) Outcome reporting                                       | 1                          | 1                    |
| C) New client entries                                      | 2                          | 2                    |
| <b>Component #8: Additional PSH</b>                        |                            |                      |
| A) Policy #1: Annual Service Plan                          | 3                          | 2.8                  |
| B) Policy #2: Rent Collection Process                      | 3                          | 2.7                  |
| C) Policy #3: Rent Calculation Process                     | 3                          | 2.8                  |
| D) Policy #4: Termination                                  | 3                          | 2.7                  |
| E) Policy #5: Fair Housing/Non Discriminatin               | 3                          | 2.7                  |
| <b>TOTAL</b>                                               | <b>116</b>                 | <b>110</b>           |

**Component #1: Mainstream Resources & Employment (15 pts)**

| Question                                                                                 | Points Possible                                                    | Project's Performance | Points Earned |
|------------------------------------------------------------------------------------------|--------------------------------------------------------------------|-----------------------|---------------|
| A) Leavers with Any Cash Income                                                          | 60% - 100%: 5 points<br>40% - 59%: 3 points<br>Below 40%: 0 points | 93%                   | 5             |
| B) Leavers with Any Non-Cash Benefits                                                    | 80% - 100%: 5 points<br>60% - 79%: 3 points<br>Below 60%: 0 points | 100%                  | 5             |
| C) Leavers with Earned Income (Employment)                                               | 10% - 100%: 3 points<br>5% - 9%: 1 points<br>Below 5%: 0 points    | 14%                   | 3             |
| D) Percentage of persons with increase in non-employment cash income from entry to exit: | 20% - 100%: 2 points<br>10% - 19%: 1 points<br>Below 10%: 0 points | 55%                   | 2             |
| <b>Total Project Score for Component #1:</b>                                             |                                                                    |                       | <b>15</b>     |

**Component #2: Housing Performance (40 pts)**

| Question                                                              | Points Possible                                                                                                                              | Project's Performance | Points Earned |
|-----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------|
| A) Percentage of participants who remain in PH or exit to other PH:   | 95% - 100%: 30 points<br>90% - 94%: 25 points<br>85% - 89%: 20 points<br>80% - 84%: 15 points<br>75% - 79%: 10 points<br>Below 75%: 0 points | 100%                  | 30            |
| B) Overall average occupancy rates as given on four PIT dates in APR: | 90% - 100%: 10 points<br>75% - 89%: 5 points<br>Below 75%: 0 points                                                                          | 98%                   | 10            |
| <b>Total Score for Component #2:</b>                                  |                                                                                                                                              |                       | <b>40</b>     |

**Component #3: Financial Performance (15 pts)**

| Question                                                                                                    | Points Possible                                                                                                                            | Project's Performance | Points Earned |
|-------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------|
| Percentage of project's annual budgeted HUD grant expended during the most recently completed project year: | Projects without a rental assistance budget line that expended:<br>95% - 100%: 15 points<br>90% - 94%: 8 points<br>Less than 90%: 0 points | 100%                  | 15            |
|                                                                                                             | Projects with a rental assistance budget line that expended:<br>90% - 100%: 15 points<br>80% - 89%: 8 points<br>Less than 80%: 0 points    |                       |               |
| <b>Total Project Score for Component #3:</b>                                                                |                                                                                                                                            |                       | <b>15</b>     |

**Component #4: HMIS Participation (20 pts)**

| Question                                                                                                      | Points Possible                                                    | Project's Performance | Points Earned |
|---------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|-----------------------|---------------|
| A) Attendance at majority of Agency Administrator meetings during Jan - Dec 2018:                             | 4 or more mtgs: 3 points<br>3 or fewer mtgs: 0 points              | 8                     | 3             |
| B) At least 90% of the Universal Data Elements (UDEs) completion for all projects an organization has in HMIS | 90% - 100%: 6 points<br>50% - 89%: 3 points<br>Below 50%: 0 points | 99%                   | 6             |
| C) At least 75% of clients exited to known destination for all projects an organization has in HMIS.          | 75% - 100%: 6 points<br>50% - 74%: 3 points<br>Below 50%: 0 points | 95%                   | 6             |
| D) Submitted required 2019 HIC by Feb 24, 2019                                                                | Yes: 5 points<br>No: 0 points                                      | no                    | 0             |
| <b>Total Project Score for Component #4:</b>                                                                  |                                                                    |                       | <b>15</b>     |

**Component #5: Consumer Participation (5 pts)**

| Question                                                                                      | Points Possible                                                    | Project's Performance                                    | Points   |
|-----------------------------------------------------------------------------------------------|--------------------------------------------------------------------|----------------------------------------------------------|----------|
| Is recipient (and sub-recipients(s) if applicable) compliant with HEARTH regulation 578.75(g) | Currently consumer participation and documentation provided: 5 pts | documentation of current consumer participation provided | 5        |
|                                                                                               | No current consumer participation, plan in place: 3 pts            |                                                          |          |
|                                                                                               | No current consumer participation, no plan in place: 0 pts         |                                                          |          |
| <b>Total Project Score for Component #5:</b>                                                  |                                                                    |                                                          | <b>5</b> |

**Component #6: CoC Participation (3 pts)**

| Question                                                                           | Points Possible                                                                 | Project's Performance | Points Earned |
|------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-----------------------|---------------|
| Agency's participation in the CoC meetings from Jan 2018 - Nov 2018 (6 mtgs total) | 5 or more mtgs: 3 pts<br>3 - 4 mtgs: 2 pt<br>2 mtgs: 1 pt<br>1 or 0 mtgs: 0 pts | 6                     | 3             |
| <b>Total Project Score for Component #6:</b>                                       |                                                                                 |                       | <b>3</b>      |

**Component #7: CAM Participation (3 pts)**

| Question                                                     | Points Possible                                                                  | Project's Performance | Points Earned |
|--------------------------------------------------------------|----------------------------------------------------------------------------------|-----------------------|---------------|
| A) PSH Liaison at PSH Subcommittee Meetings (Jan - Dec 2018) | 80% or more PSH subcommittee mtgs: 2 pts                                         | See Note Below        |               |
|                                                              | 60 - 79% PSH subcommittee mtgs: 1 pt                                             |                       |               |
|                                                              | <60% PSH subcommittee mtgs: 0 pts                                                |                       |               |
| B) PSH Outcome Reporting (Jan - Dec 2018)                    | 75% or more referrals received in 2018 have a referral outcome in HMIS: 1 pts    | 100%                  | 1             |
|                                                              | Fewer than 75% referrals received in 2018 have a referral outcome in HMIS: 0 pts |                       |               |
| C) New Client Entries (Jan - Dec 2018)                       | 100% new client entries referred via CAM process: 2 pts                          | 100%                  | 2             |
|                                                              | 95 -99% new client entries referred via CAM process: 1 pt                        |                       |               |
|                                                              | <95% new client entries referred via CAM process: 0 pts                          |                       |               |
| <b>Total Project Score for Component #7:</b>                 |                                                                                  |                       | <b>3</b>      |

**Component #8: Additional PSH Performance (8 pts)**

| Question                                       | Points Possible         | Policy Score Received (out of 3) |
|------------------------------------------------|-------------------------|----------------------------------|
| A) Policy #1: Annual Service Plan              | Up to 3 Points Possible | 2.8                              |
| B) Policy #2: Rent Collection Process          | Up to 3 Points Possible | 2.7                              |
| C) Policy #3: Rent Calculation Process         | Up to 3 Points Possible | 2.8                              |
| D) Policy #4: Termination Policy               | Up to 3 Points Possible | 2.7                              |
| E) Ppolicy #5: Fair Housing/Non Discrimination | Up to 3 Points Possible | 2.7                              |
| <b>Total Project Score for Component #8:</b>   |                         | <b>14</b>                        |

**NOTES**

**PSH Subcommittee Meeting Attendance**

PSH Subcommittee meeting Attendance: Due to unforeseen circumstances, this component has been removed as a scored

**PSH Policy Review**

All policies were reviewed by at least 3 reviewers. The scores from each reviewer were averaged, to come up with the final score. The final score is reflected above.

Agencies will also receive the written comments given by the reviewers from the policy review.

**POINTS DEDUCTED**

**Points were deducted from this project due to:**

N/A

## Scoring Sheet for New Rapid ReHousing (RRH) D.V. Bonus Projects

Applicant Agency: \_\_\_\_\_

Reviewer Name: \_\_\_\_\_

**Instructions:**

**After reviewing the section of the application, give a score. A range of suggested points is given for each component. Reviewers may award points anywhere along the scale. Reviewers may also award half (½) points if they choose.**

| Reference Application Question | Scoring Component                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Score |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| 1.<br>3.<br>5.<br>22.<br>23.   | <p><b><u>Applicant Experience &amp; Capacity (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4</b> points should be awarded if applicant meets all of the following:                             <ul style="list-style-type: none"> <li>○ A clear description is provided of the applicant and any subrecipients' experience providing the services being proposed in the application (question 1)</li> <li>○ If subrecipients are identified (question 3), role of each entity is clearly described</li> <li>○ Demonstration of strong organizational and management structure for applicant and subrecipient (question 5)</li> <li>○ If a current recipient of CoC funding, there are no outstanding concerns with CoC grant(s), and/or no unexpended funds (question 22)</li> <li>○ If a current recipient of City of Detroit ESG/CDBG funding, there are no outstanding concerns with ESG/CDBG grant(s), and/or no unexpended funds (question 23)</li> </ul> </li> <li>• <b>2 – 3:</b> Points in this range should be awarded if the above items (that apply) are not fully or clearly met</li> <li>• <b>0 – 1:</b> Points in this range should be awarded if very few of the above items (that apply) are met</li> </ul> |       |
|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |       |
| 2.                             | <p><b><u>Applicant Experience &amp; Capacity – Current RRH Provider (1 maximum)</u></b></p> <p>Points are awarded based on response to question 2, Current RRH Provider, regardless of funding source</p> <ul style="list-style-type: none"> <li>• If answer is any of the three “yes” responses = <b>1 point</b></li> <li>• If answer is “no” = <b>0 points</b></li> </ul> <p>Points awarded will only be 1 or 0. There are no in-between points.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |       |
|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |       |
| 4.                             | <p><b><u>Leveraging Experience (3 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>3:</b> Applicant and sub-recipient clearly demonstrate experience leveraging other resources</li> <li>• <b>1 - 2:</b> Some, but not a lot, of experience leveraging other resources</li> <li>• <b>0:</b> Applicant states no experience leveraging other funds</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |       |



| Reference Application Question | Scoring Component                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Score |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |       |
| 6.<br>7.                       | <p><b>Project Description (10 maximum)</b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>6 -10:</b> Response addresses each sub-part in question 6 (a-f) in a clear, concise, yet comprehensive manner; entire scope of the project is addressed; response is consistent with other parts of the application. Applicant clearly has experience serving the DV population, including experience ensuring the safety and privacy of persons served (question 7).</li> <li>• <b>2 - 5:</b> Response could have been clearer; some of the sub-parts in question 6 (a-f) not fully addressed; some responses seem contradictory with other parts of the application. Unclear the agency’s experience serving the DV population; unclear their ability to properly ensure the safety and privacy of persons served (question 7).</li> <li>• <b>0-1:</b> Response is lacking in clarity and description; some of the sub-parts of question 6 (a-f) not addressed at all; no consistency with the rest of the application. Agency does not demonstrate any experience serving the DV population; no demonstrated ability to ensure safety or privacy of persons served (question 7).</li> </ul>                                                                |       |
| 8.                             | <p><b>Project Timeline (5 maximum)</b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -5:</b> Applicant provides a clear description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is no more than 3 months/90 days after the execution of the grant agreement.</li> <li>• <b>2 -3:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work could have been clearer. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is no more than 3 months/90 days after the execution of the grant agreement.</li> <li>• <b>0 -1:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work was significantly lacking in detail and clarity. Could. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is greater than 3 months/90 days after the execution of the grant agreement.</li> </ul> |       |
| 9.                             | <p><b>Participation in CAM (8 maximum)</b></p> <p>Scoring Scale:</p> <ul style="list-style-type: none"> <li>• Up to 8 points will awarded proportionally for the proportion of the points the project earns on the CAM participation portion of its renewal application(s). For example, if an agency earned 50% of the points possible for CAM participation in the renewal application, the new project would earn 4 out of 8 points for this</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |       |

| Reference Application Question  | Scoring Component                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Score                           |                   |       |       |       |       |       |       |       |       |       |     |                      |           |   |   |   |   |   |   |   |   |   |   |  |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|-------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----|----------------------|-----------|---|---|---|---|---|---|---|---|---|---|--|
|                                 | <p>section. HAND staff will provide these scores prior to the new project review committee meeting</p> <ul style="list-style-type: none"> <li>Agencies that do not currently receive CoC funding or that have never participated in CAM will be unable to earn these points and the points associated with this criterion will be removed.</li> <li>Narrative provided should be reviewed to ascertain if project understands the CAM process, and reviewer may make comments as desired.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                 |                   |       |       |       |       |       |       |       |       |       |     |                      |           |   |   |   |   |   |   |   |   |   |   |  |
| 10a – e.                        | <p><b><u>Landlord Relationships (10 maximum)</u></b><br/>Suggested scoring scale:</p> <ul style="list-style-type: none"> <li><b>7 – 10:</b> Response clearly demonstrates the applicant has successful experience working with landlords in recruiting their participation to make units available to clients. Response also clearly describes how the applicant is able to successfully ensure on-going, positive relationships and communications with landlords are maintained. Applicant stated they had at <i>least one</i> landlord relationship-building event in 2018.</li> <li><b>4 – 6:</b> Response could have been stronger. It is not entirely clear how landlords are recruited to make their units available to clients. The applicant’s ability to maintain on-going, positive relationships and communications with the landlords is not clearly described and/or does not demonstrate that applicant has successful experience in this area. It was not clear whether the applicant had any landlord relationship-building event in 2018.</li> <li><b>0 – 3:</b> Response was significantly lacking. Little demonstration of past successful experience in working with landlords.</li> </ul> |                                 |                   |       |       |       |       |       |       |       |       |       |     |                      |           |   |   |   |   |   |   |   |   |   |   |  |
| 10f.                            | <p><b><u>Landlord Relationships: Length of Time to Housing Move-in (10 maximum)</u></b><br/>Project will be scored based how the response compares with local community average of 53 days to move-in for CoC funded RRH. Scores should be awarded based on following scale based on the average length of time given by the applicant to question 10f. The response given by each applicant has been reviewed by staff, and the score to be earned is already filled in. However, if the reviewer has questions or concerns about this response given by the applicant, they make comments to be taken under additional consideration.</p> <p><b>Agency Response to question 10f: _____</b></p> <table border="1" data-bbox="295 1583 1360 1780"> <tbody> <tr> <td><b>10f response (avg. days)</b></td> <td><b>53 or less</b></td> <td>54-55</td> <td>56-58</td> <td>59-61</td> <td>60-62</td> <td>63-65</td> <td>66-68</td> <td>69-71</td> <td>72-74</td> <td>75-77</td> <td>77+</td> </tr> <tr> <td><b>Points earned</b></td> <td><b>10</b></td> <td>9</td> <td>8</td> <td>7</td> <td>6</td> <td>5</td> <td>4</td> <td>3</td> <td>2</td> <td>1</td> <td>0</td> </tr> </tbody> </table>                       | <b>10f response (avg. days)</b> | <b>53 or less</b> | 54-55 | 56-58 | 59-61 | 60-62 | 63-65 | 66-68 | 69-71 | 72-74 | 75-77 | 77+ | <b>Points earned</b> | <b>10</b> | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | 1 | 0 |  |
| <b>10f response (avg. days)</b> | <b>53 or less</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 54-55                           | 56-58             | 59-61 | 60-62 | 63-65 | 66-68 | 69-71 | 72-74 | 75-77 | 77+   |       |     |                      |           |   |   |   |   |   |   |   |   |   |   |  |
| <b>Points earned</b>            | <b>10</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 9                               | 8                 | 7     | 6     | 5     | 4     | 3     | 2     | 1     | 0     |       |     |                      |           |   |   |   |   |   |   |   |   |   |   |  |
| 11.                             | <p><b><u>Obtaining &amp; Maintaining Permanent Housing (5 maximum)</u></b><br/>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li><b>4 – 5:</b> Applicant provides strong, clear, detailed, and logical descriptions to the specific items asked in the question and addresses how participants will be</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                 |                   |       |       |       |       |       |       |       |       |       |     |                      |           |   |   |   |   |   |   |   |   |   |   |  |

| Reference Application Question | Scoring Component                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Score |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
|                                | <p>assisted to obtain and maintain permanent housing. Applicant clearly describes how they will identify and address barriers to housing, how client choice will be incorporated into the housing search process, how they will ensure rents are reasonable. Applicant also clearly describes coordination with landlords and other service providers.</p> <ul style="list-style-type: none"> <li>• <b>2 –3:</b> Applicant provides a response to each question, however, some or all of the responses are lacking in detail, clarity, and/or logic. It is not clear the extent to which the applicant has experience providing services that assist clients with accessing/ maintaining permanent housing. Any description of barriers clients may be facing is lacking.</li> <li>• <b>0 – 1:</b> Responses to questions are significantly lacking. There is little to no evidence that the applicant has experience providing services that assist clients with accessing or maintaining permanent housing. Little to no description of barriers faced by clients.</li> </ul> |       |
| 12.                            | <p><b>Increasing Employment/Income (7 maximum)</b><br/>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>5 – 7:</b> Applicant provides strong, clear, specific description of how they assist clients to increase their employment and/or income (including SSI/SSDI). It is clear from the response that the applicant has experience providing services that assist clients with increasing income.</li> <li>• <b>2 –4:</b> Description given of how clients are assisted to increase employment/income could have been stronger. It is not clear the extent to which the applicant has experience providing services that assist clients increasing income.</li> <li>• <b>0 - 1:</b> Very little or no evidence that applicant has experience assisting clients with increasing employment/income.</li> </ul>                                                                                                                                                                                                                                          |       |
| 13.                            | <p><b>Use of Peer Supports (3 maximum)</b><br/>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>3:</b> Applicant clearly demonstrates that peer support specialists are fully integrated into their service delivery model. Response clearly describes how peer support specialists are part of the service team to enhance supports and services to clients. Applicant clearly demonstrates that peer support specialists are provided adequate, on-going training and receive regular supervision and support on the job.</li> <li>• <b>1 –2:</b> Description of how peer support specialists are incorporated into the service delivery model could have been stronger. Description of peer support specialists training and supervision was lacking.</li> <li>• <b>0:</b> No evidence that applicant has incorporated the use of peer support specialists in the delivery of services.</li> </ul>                                                                                                                                                    |       |

| Reference Application Question                              | Scoring Component                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Score |
|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
|                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |       |
| 14.                                                         | <p><b><u>Client to Staff Ratio (3 maximum)</u></b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>3:</b> Caseloads do not exceed 1:32. Staff either have no other clients on their caseloads, or if they do, those clients are also in an RRH program (question 14b).</li> <li>• <b>1-2:</b> Caseloads do not exceed 1:32. If staff from this project have other clients on their caseloads, those clients are in a program <i>other than RRH</i>, such as PSH or other program type (question 14b).</li> <li>• <b>0:</b> Caseloads are greater than 1:32, regardless of the response given in question 14b.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |       |
| 15.<br>16.<br>17.<br>Attach. #5<br>Attach. #6<br>Attach. #7 | <p><b><u>Housing First (10 maximum)</u></b></p> <p>The responses to the referenced application questions and attachments should be reviewed for the extent to which they address Housing First, including references to the following:</p> <ul style="list-style-type: none"> <li>• Client participation in services is not required for housing</li> <li>• Agency describes how it engages with clients who are resistant to receiving services.</li> <li>• Agency describes how it engages with clients who are non-compliant with medication or treatment and/or have behavioral concerns to assist the client with maintaining their housing.</li> <li>• Agency has an eviction prevention policy that clearly demonstrates that they try to prevent <i>evictions</i> whenever possible. A distinction should be made between preventing evictions and preventing program terminations. (Attachment #5)</li> <li>• Agency has a program termination policy that clearly demonstrates that they try to prevent <i>program terminations</i> whenever possible. A distinction should be made between preventing program terminations and preventing evictions. (Attachment #6)</li> <li>• Lease/occupancy agreements have no limit on length of stay, nor do they require participation in services. Current PSH providers must provide a copy of a lease or sub-lease agreement for a current client in one of the PSH projects. (Attachment #7)</li> </ul> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>7 -10:</b> Applicant provides a strong description of how Housing First is implemented; all, or almost all, of the points addressed and point to the agency’s experience in providing housing with a Housing First approach. The content of the attachments provide additional evidence that the agency embraces and practices Housing First and takes all steps possible to keep clients housed.</li> <li>• <b>4 - 6:</b> Description of how agency implements Housing First could have been stronger; not clear that applicant has fully incorporated a Housing First model within its service delivery; not all of the points above are referenced. Attachments do not clearly support the narrative responses.</li> <li>• <b>0 - 3:</b> No clear evidence that applicant understands or has incorporated Housing</li> </ul> |       |

| Reference Application Question | Scoring Component                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Score |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
|                                | First within its service delivery model. Required attachments are either missing or content therein does not support narrative responses.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |       |
| 18.                            | <p><b>Past Housing Outcomes (15 maximum)</b><br/> <i>Outcome: Assisting tenants to remain stably housed or move to other permanent housing</i><br/> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>12- 15:</b> Provides clear description of past successes in keeping people stably housed; data provided is that at least <b>90%</b> of persons met this outcome.</li> <li>• <b>8- 11:</b> Provides some description of past successes; data provided is that between <b>85 – 89%</b> of persons met this outcome.</li> <li>• <b>4-7:</b> Description of past successes could have been stronger; data provided is that between <b>80 – 84%</b> of persons met this outcome.</li> <li>• <b>1-3:</b> Very little description given of past successes; data provided is that between <b>75 – 79%</b> of persons met this outcome.</li> <li>• <b>0:</b> Regardless of description given, 0 points should be given if data provided is that fewer than <b>75%</b> of persons met this outcome.</li> </ul> |       |
| 19.                            | <p><b>Past Income/Employment Outcomes (15 maximum)</b><br/> <i>Outcome: Assisting tenants with increasing income and employment</i><br/> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>11- 15:</b> Provides clear description of past successes in helping people increase their income (any cash income - either employment or benefits); data provided is that at least <b>20%</b> of persons met this outcome.</li> <li>• <b>6- 10:</b> Provides some description of past successes in helping people increase their income (any cash income - either employment or benefits); data provided is that between <b>15 - 19%</b> of persons met this outcome.</li> <li>• <b>1- 5:</b> Description of past successes could have been stronger; data provided is that between <b>10 - 14%</b> of persons met this outcome.</li> <li>• <b>0:</b> Regardless of description given, 0 points should be given if data provided is that fewer than <b>9%</b> of persons met this outcome.</li> </ul>           |       |
| 20.<br>21.                     | <p><b>Leveraging Medicaid &amp; Mainstream Services: Enrolling Clients (4 maximum)</b><br/> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>3-4:</b> Applicant clearly describes specific activities that are in place to ensure clients are enrolled in Medicaid and accessing mainstream resources.</li> <li>• <b>1-2:</b> Description of how clients will be enrolled in Medicaid or access mainstream resources was not clearly described and/or lacked specificity.</li> <li>• <b>0:</b> Response provided little information on a plan or process to assist clients with enrolling in Medicaid or accessing mainstream resources.</li> </ul>                                                                                                                                                                                                                                                                                                                                                      |       |

| Reference Application Question | Scoring Component                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Score |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| 24a.<br>Budget charts          | <p><b>Budget (8 maximum)</b><br/>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>8:</b> All budget charts are calculated correctly, including the lines in the summary budget. Budget request is clear and logical given the overall application; quantity descriptions given clearly identify what is included in the request, including any FTE requests. The applicant demonstrates that there are other sources of funding <b>committed</b> to the project (as indicated in the budget charts or elsewhere in the application). If no services are requested, question 24a gives clear description on how services will be funded.</li> <li>• <b>6-7:</b> All budget charts are calculated correctly, including the lines in the summary budget. Budget request is clear and logical given the overall application; quantity descriptions given clearly identify what is included in the request, including any FTE requests. <b>Other sources of funding are only expected, not yet committed to the project</b> (as indicated in the budget charts or elsewhere in the application). If no services are requested, question 24a gives clear description on how services will be funded.</li> <li>• <b>3-5:</b> Budget charts may be calculated correctly, but the budget is lacking in logic and connection to the overall application. Details in the “cost description” in the budget charts is lacking. Other funding sources may or may not be committed to the project. Question 24a may or may not be clearly answered if applicable.</li> <li>• <b>0-2:</b> Significant deficiencies or unclarity questions about the requested budget.</li> </ul> |       |
| Match chart & attachments #19  | <p><b>Match (5 maximum)</b><br/>Suggested Scoring Scale:<br/><i>Note: Match letters were not a required attachment, but additional pts given if included</i></p> <ul style="list-style-type: none"> <li>• <b>5:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as line 11 of the budget chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b>included</b> with application for <b>ALL</b> matching sources. The dates given on the written match document is current.</li> <li>• <b>3-4:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as line 11 of the budget chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b>may</b> be provided for some or none of the match sources. Any match documentation provided have current dates.</li> <li>• <b>0-2:</b> Some errors in calculating match requirements and no match documentation provided, or that which is provided does not have current dates.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                 |       |

| Reference Application Question                                    | Scoring Component                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Score |
|-------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
|                                                                   | <p><b><u>Attachments (2 maximum)</u></b><br/>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>2:</b> All required attachments are provided. Content of attachments do not raise concern or questions about the applicant’s ability to implement the proposed project or to appropriately manage federal funding. Note: Audit should be reviewed separately (see below).</li> <li>• <b>1:</b> All required attachments are provided. However, content of some of the attachments do raise concern or questions about the applicant’s ability to implement the proposed project or to appropriately manage federal funding. Note: Audit should be reviewed separately (see below).</li> <li>• <b>0:</b> Some of the required attachments were not included, and/or those that were included raise significant concerns about the applicant’s ability to implement the proposed project or to appropriately manage federal funding. Note: Audit should be reviewed separately (see below).</li> </ul> |       |
| <p>Attach #1 &amp; #2<br/>Attach #9 - #18<br/>(if applicable)</p> | <p><b><u>Review of Audits (-10 as applicable)</u></b></p> <ul style="list-style-type: none"> <li>• Documents to be submitted with application that will be reviewed: <ul style="list-style-type: none"> <li>○ Most recent agency financial audit and A-133 (Attachments #1 and #2)</li> <li>○ Most recent HUD monitoring report (Attachments #9 - #13)</li> <li>○ City ESG/CDBG monitoring reports as applicable (Attachments #14 - #18)</li> </ul> </li> <li>• Points will be reduced for outstanding audit finding. “Outstanding” means: There has been no corrective action plan summited (if the timeframe for submission has passed) or the corrective action plan that was submitted was not accepted.</li> </ul>                                                                                                                                                                                                                                                                                                    |       |
|                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |       |
|                                                                   | <b>TOTAL SCORE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |

**ADDITIONAL REVIEWER NOTES**

## **1E-4 Attachment Part 1b: Ranking Process**

### **B: Ranking Process**

The following documents that the CoC applied its project rating and ranking process. Following is a list of all projects that were scored listed by their final score in order according to the ranking policies. Note, the ranking policies are given following the project listing. Also given is a screen shot where this final listing was made publicly available on the Collaborative Applicant's website



Detroit CoC FY2019 Project Ranking

|                                                                                                                      | Applicant Name                                | Project Name                               | Project Component | Total CoC Request | Cumulative Total (Individual Projects) | Cumulative Total (Consolidated Projects) | Overall % earned on application | Tie-breaker: 2A | Tie-breaker: 2B | Number of Units/Beds |
|----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|--------------------------------------------|-------------------|-------------------|----------------------------------------|------------------------------------------|---------------------------------|-----------------|-----------------|----------------------|
| <b>TIER 1 PROJECTS</b>                                                                                               |                                               |                                            |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| <b>RANKING POLICY #1: Renewal CoC Infrastructure</b>                                                                 |                                               |                                            |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 1                                                                                                                    | Homeless Action Network of Detroit            | HMIS                                       | HMIS              | 294,078           | 294,078                                |                                          | 97%                             |                 |                 | N/A                  |
| C1                                                                                                                   | Homeless Action Network of Detroit            | CONSOLIDATED HMIS <sup>1</sup>             | HMIS              | 390,233           |                                        | 390,233                                  |                                 |                 |                 | N/A                  |
| 2                                                                                                                    | Homeless Action Network of Detroit            | Expansion HMIS                             | HMIS              | 96,155            | 390,233                                |                                          | 97%                             |                 |                 | N/A                  |
| 3                                                                                                                    | Community & Home Supports                     | Coordinated Assm'n't and Navigation        | CE-SSO            | 847,538           | 1,237,771                              | 1,237,771                                | 96%                             |                 |                 | N/A                  |
| 4                                                                                                                    | Southwest Counseling Solutions                | Consolidated Coordinated Entry             | CE-SSO            | 959,341           | 2,197,112                              | 2,197,112                                | 92%                             |                 |                 | N/A                  |
| <b>RANKING POLICY #2: New PHB Projects Up to Approx \$1 million</b>                                                  |                                               |                                            |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 5                                                                                                                    | Wayne Metro Community Action Agency           | PSH                                        | PSH               | 672,944           | 2,870,056                              | 2,870,056                                | 76.2%                           |                 |                 | 40                   |
| 6                                                                                                                    | Community & Home Supports                     | Perm. Com. Supports II Expansion B         | PSH               | 403,825           | 3,273,881                              | 3,273,881                                | 70.9%                           |                 |                 | 20                   |
| <b>RANKING POLICY #3: First &amp; Second Time Renewal That Have Not Completed a Full Calendar Year of Operations</b> |                                               |                                            |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 7                                                                                                                    | Cass Community Social Services                | Travis Permanent Supportive Housing        | PSH               | 390,695           | 3,664,576                              | 3,664,576                                | 87%                             |                 |                 | 17                   |
| 8                                                                                                                    | Community & Home Supports                     | Permanent Community Home Support II        | PSH               | 924,041           | 4,588,617                              | 4,588,617                                | 85%                             |                 |                 | 60                   |
| 9                                                                                                                    | Alternatives For Girls                        | Detroit Youth Collaborative RRH Initiative | RRH               | 278,557           | 4,867,174                              | 4,867,174                                | 77%                             |                 |                 | 20                   |
| 10                                                                                                                   | Neighborhood Legal Services Michigan          | Project First Step                         | TH-RRH            | 910,646           | 5,777,820                              | 5,777,820                                | N/A                             |                 |                 | 8 TH/20 RRH          |
| <b>RANKING POLICY #4: Renewal Permanent Supportive Housing</b>                                                       |                                               |                                            |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 11                                                                                                                   | Cass Community Social Services                | Cass Apartments PSH                        | PSH               | 352,682           | 6,130,502                              | 6,130,502                                | 95%                             |                 |                 | 50                   |
| 12                                                                                                                   | Neighborhood Legal Services Michigan          | Project Hope                               | PSH               | 559,107           | 6,689,609                              | 6,689,609                                | 94%                             | 99%             | 107%            | 45                   |
| 13                                                                                                                   | Neighborhood Legal Services Michigan          | Project Hope II                            | PSH               | 763,203           | 7,452,812                              | 7,452,812                                | 94%                             | 99%             | 97%             | 60                   |
| 14                                                                                                                   | Community & Home Supports                     | Permanent Community Home Support           | PSH               | 534,080           | 7,986,892                              | 7,986,892                                | 91%                             |                 |                 | 35                   |
| 15                                                                                                                   | Travelers Aid Society of Metro Detroit        | BEIT                                       | PSH               | 974,600           | 8,961,492                              | 8,961,492                                | 90%                             |                 |                 | 56                   |
| 16                                                                                                                   | Detroit Wayne Mental Health Authority         | SHP Detroit Central City (CCIH)            | PSH               | 447,436           | 9,408,928                              | 9,408,928                                | 88%                             | 100%            |                 | 37                   |
| 17                                                                                                                   | Southwest Counseling Solutions                | Consolidated Leasing                       | PSH               | 923,906           | 10,332,834                             | 10,332,834                               | 88%                             | 99%             |                 | 69                   |
| 18                                                                                                                   | Mich Dept of Health and Human Services        | PSH Detroit Renewal 2019                   | PSH               | 2,611,680         | 12,944,514                             | 12,944,514                               | 88%                             | 98%             |                 | 234                  |
| 19                                                                                                                   | Cass Community Social Services                | Scott PSH                                  | PSH               | 209,980           | 13,154,494                             | 13,154,494                               | 88%                             | 95%             |                 | 15                   |
| 20                                                                                                                   | Cass Community Social Services                | Webb Street PSH                            | PSH               | 219,752           | 13,374,246                             | 13,374,246                               | 88%                             | 94%             |                 | 13                   |
| 21                                                                                                                   | Travelers Aid Society of Metropolitan Detroit | Infinity                                   | PSH               | 1,054,360         | 14,428,606                             | 14,428,606                               | 87%                             |                 |                 | 50                   |
| 22                                                                                                                   | Detroit Wayne Mental Health Authority         | S+C Southwest Solutions Matrix             | PSH               | 46,421            | 14,475,027                             | 14,475,027                               | 86%                             | 100%            |                 | 5                    |
| 23                                                                                                                   | Detroit Wayne Mental Health Authority         | SHP - DCI/COTS Omega                       | PSH               | 505,158           | 14,980,185                             | 14,980,185                               | 86%                             | 99%             |                 | 30                   |
| 24                                                                                                                   | Central City Integrated Health (DCCCMH)       | Leasing Project FY19                       | PSH               | 641,879           | 15,622,064                             | 15,622,064                               | 84%                             |                 |                 | 48                   |
| 25                                                                                                                   | Detroit Wayne Mental Health Authority         | Shelter Plus Care - Detroit Central City   | PSH               | 346,099           | 15,968,163                             | 15,968,163                               | 82%                             | 98%             |                 | 32                   |

Detroit CoC FY2019 Project Ranking

|                                                          | Applicant Name                                                                                                                                                                                                                                                                                  | Project Name                                 | Project Component | Total CoC Request | Cumulative Total (Individual Projects) | Cumulative Total (Consolidated Projects) | Overall % earned on application | Tie-breaker: 2A | Tie-breaker: 2B | Number of Units/Beds |
|----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------------|-------------------|----------------------------------------|------------------------------------------|---------------------------------|-----------------|-----------------|----------------------|
| 26                                                       | Mariners Inn                                                                                                                                                                                                                                                                                    | Extended Residency Perm. Housing             | PSH               | 249,102           | 16,217,265                             | 16,217,265                               | 82%                             | 96%             |                 | 32                   |
| 27                                                       | Central City Integrated Health                                                                                                                                                                                                                                                                  | Permanent Supportive Housing                 | PSH               | 1,132,727         | 17,349,992                             | 17,349,992                               | 80%                             |                 |                 | 86                   |
| 28                                                       | Detroit Wayne Mental Health Authority                                                                                                                                                                                                                                                           | Shelter Plus Care - Southwest - 0110         | PSH               | 257,020           | 17,607,012                             | 17,607,012                               | 79%                             | 100%            | 93%             | 24                   |
| 29                                                       | Neighborhood Service Organization                                                                                                                                                                                                                                                               | FUSE                                         | PSH               | 231,918           | 17,838,930                             | 17,838,930                               | 79%                             | 100%            | 87%             | 25                   |
| 30                                                       | Detroit Rescue Mission Ministries                                                                                                                                                                                                                                                               | CONSOLIDATED PSH                             | PSH               | 1,339,762         | 19,178,692                             | 19,178,692                               | 78%                             |                 |                 | 112                  |
| 31                                                       | Neighborhood Service Organization                                                                                                                                                                                                                                                               | NSO/COTS                                     | PSH               | 109,392           | 19,288,084                             | 19,288,084                               | 77%                             | 100%            | 98%             | 12                   |
| 32                                                       | Coalition On Temporary Shelter                                                                                                                                                                                                                                                                  | Buermeyer Manor                              | PSH               | 146,247           | 19,434,331                             | 19,434,331                               | 77%                             | 100%            | 95%             | 10                   |
| 33                                                       | Coalition On Temporary Shelter                                                                                                                                                                                                                                                                  | Pathways                                     | PSH               | 776,914           | 20,211,245                             | 20,211,245                               | 77%                             | 99%             |                 | 48                   |
| 34                                                       | Neighborhood Service Organization                                                                                                                                                                                                                                                               | Supportive Housing Program                   | PSH               | 363,482           | 20,574,727                             | 20,574,727                               | 76%                             |                 |                 | 30                   |
| 35                                                       | Neighborhood Service Organization                                                                                                                                                                                                                                                               | Bell Supportive Housing Project              | PSH               | 554,081           | 21,128,808                             | 21,128,808                               | 75%                             | 99%             |                 | 155                  |
| 36                                                       | Southwest Counseling Solutions                                                                                                                                                                                                                                                                  | Consolidated Rental                          | PSH               | 1,189,402         | 22,318,210                             | 22,318,210                               | 75%                             | 95%             |                 | 125                  |
| 37                                                       | Southwest Housing Solutions <sup>2</sup>                                                                                                                                                                                                                                                        | Wilshire                                     | PSH               | 142,494           | 22,460,704                             | 22,460,704                               | 42%                             |                 |                 | 14                   |
| RANKING POLICY #5: Renewal Rapid Rehousing               |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 38                                                       | Neighborhood Legal Services Michigan                                                                                                                                                                                                                                                            | NLSM CARES                                   | RRH               | 1,166,616         | 23,627,320                             | 23,627,320                               | 100%                            |                 |                 | 70                   |
| 39                                                       | Neighborhood Legal Services Michigan                                                                                                                                                                                                                                                            | Project Permanency One                       | RRH               | 1,151,094         | 24,778,414                             | 24,778,414                               | 98%                             |                 |                 | 71                   |
| 40                                                       | Southwest Counseling Solutions                                                                                                                                                                                                                                                                  | CAM RRH Project (Tier 1 amount) <sup>3</sup> | RRH               | 314,858           | 25,093,272                             | 25,093,272                               | 87%                             |                 |                 | 25                   |
| Tier 1 Limit: \$25,093,272                               |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| TIER 2 PROJECTS                                          |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 40                                                       | Southwest Counseling Solutions                                                                                                                                                                                                                                                                  | CAM RRH Project (Tier 2 amount)              | RRH               | 72,277            | 25,165,549                             | 25,165,549                               | 87%                             |                 |                 | see above            |
| 41                                                       | Neighborhood Service Organization                                                                                                                                                                                                                                                               | NSO RRH                                      | RRH               | 302,506           | 25,468,055                             | 25,468,055                               | 77%                             |                 |                 | 21                   |
| RANKING POLICY #6: Renewal Transitional Housing          |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 42                                                       | Community Social Services of Wayne County                                                                                                                                                                                                                                                       | Teen Infant Parenting Services Program       | TH                | 362,392           | 25,830,447                             | 25,830,447                               | 100%                            |                 |                 | 16                   |
| 43                                                       | Freedom House                                                                                                                                                                                                                                                                                   | New Beginnings                               | TH                | 390,841           | 26,221,288                             | 26,221,288                               | 95%                             |                 |                 | 52                   |
| 44                                                       | Detroit Rescue Mission Ministries                                                                                                                                                                                                                                                               | Genesis House II                             | TH                | 1,077,868         | 27,299,156                             | 27,299,156                               | 89%                             |                 |                 | 82                   |
| 45                                                       | Detroit Rescue Mission Ministries                                                                                                                                                                                                                                                               | Genesis House I / Teen Moms                  | TH                | 414,457           | 27,713,613                             | 27,713,613                               | 80%                             |                 |                 | 24                   |
| RANKING POLICY #7: Remaining New Permanent Housing Bonus |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 46                                                       | DWMHA (CCIH)                                                                                                                                                                                                                                                                                    | CCIH SHP Expansion                           | PSH               | 255,071           | 27,968,684                             | 27,968,684                               | 70.4%                           |                 |                 | 16                   |
| RANKING POLICY #8: Domestic Violence Bonus Project       |                                                                                                                                                                                                                                                                                                 |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
| 47                                                       | Wayne Metro Community Action Agency                                                                                                                                                                                                                                                             | DV RRH                                       | RRH               | 644,756           | 28,613,440                             | 28,613,440                               | 72.2%                           |                 |                 | 30                   |
|                                                          | <u>Notes</u>                                                                                                                                                                                                                                                                                    |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
|                                                          | 1) The HAND Consolidated HMIS project (ranked C1) included the individual HMS projects ranked 1 and 2.                                                                                                                                                                                          |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
|                                                          | 2) This project was granted a waiver of the 70% threshold requirement for renewal projects                                                                                                                                                                                                      |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |
|                                                          | 3) Project #40 straddles the Tier 1/Tier 2 funding line. For purposes of illustrating the tier breakdown, it is listed in each tier with its respective tier amount. It will be submitted as one project. HUD may choose to fund only the Tier 1 amount, or both the Tier 1 and Tier 2 amounts. |                                              |                   |                   |                                        |                                          |                                 |                 |                 |                      |



## FY2019 Detroit Continuum of Care Competition Ranking Policies

FINAL

### Public Comments

The preliminary ranking policies (prior to NOFA release) were released for public comment on March 21, 2019. The public comment period was open for three weeks. No comments were received on the preliminary ranking policies.

### Eligibility

In order to be submitted to HUD for renewal, projects in the Detroit Continuum of Care seeking renewal funding must meet the following basic eligibility criteria:

- 1) Submit completed renewal application and additional required documents to HAND as outlined in this document.
- 2) Meet the threshold score of at least 70% on their renewal project application or have been approved by the Appeals Committee to still be submitted for renewal if under threshold score.
- 3) Meet the HUD application deadlines (ie, entry into eSNAPS) set by the CoC.
- 4) Projects that were required by the CoC to participate in technical assistance in previous competition years must be compliant with all requirements in the projects' technical assistance plan.
- 5) Meet all HUD eligibility criteria, as outlined in the FY2019 CoC Program NOFA (to be released), the July 2012 CoC Program Interim HEARTH Regulations, and other official documents published by HUD.
- 6) A representative from the organization must attend the **May 14, 2019** Detroit CoC grantee meeting, held from **2:00 PM – 4:00 PM** or the meeting held on **August 20, 2019** from 9:00 AM - 12:00 PM at the **Northeast Guidance Center Wellness Academy**, located at **2900 Conner Ave, Building A, Detroit, 48215**.

### Exclusion or Removal from Project Ranking List

The Detroit CoC reserves the right to exclude or remove a renewal project from the project ranking list, and consequently not submit a project for renewal funding, in the event of written notification from the local HUD Field Office that the project has been out of compliance with regulatory or programmatic requirements and has made no progress on any corrective actions as required by HUD.

Any renewal projects excluded or removed from the project ranking list will be reallocated to a new project(s).

### FY2019 Detroit CoC Project Ranking Policies

Projects seeking CoC funding in the FY2019 competition will be ranked in the following order:

1. The CoC's renewal infrastructure projects will be ranked first, in the following order:
  - a. HMIS renewal projects in by overall percentage scored on the application, from highest to lowest.
  - b. CE-SSO projects by overall percentage scored on the application, from highest to lowest.
2. New project(s) created via reallocation or Permanent Housing Bonus (PHB) funds up to approximately \$1 million in the following order.
  - a. PSH project(s) by highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.

- b. RRH project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - c. TH-RRH combination project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - d. CE-SSO by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - e. Dedicated HMIS grants by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
3. First and second time renewal projects that have not yet completed one full calendar year of operations in the following order:
  - a. PSH project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - b. RRH project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - c. TH-RRH project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - d. CE-SSO project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - e. Dedicated HMIS project(s) by overall percentage scored on the application, from highest to lowest. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
4. Renewal Permanent Supportive Housing (PSH) projects ranked by overall percentage scored on the renewal application, from highest to lowest.
5. All renewal Rapid Rehousing (RRH) by overall percentage scored on the renewal application, from highest to lowest.
6. All renewal Transitional Housing (TH) projects by overall percentage scored on the renewal application, from highest to lowest.
7. Remaining new projects in the following order:
  - a. PSH project(s) by highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - b. RRH project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - c. TH-RRH combination project(s) by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - d. CE-SSO by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
  - e. Dedicated HMIS grants by the highest overall percentage scored on the application. If needed as a tiebreaker, in order of time application was submitted to HAND, from first submitted to last.
8. New Domestic Violence Bonus projects in the following order:
  - a. Highest overall percentage scored on the application. If needed as a tie breaker, in order of the time the application was submitted to HAND, from first submitted to last.

### **Consolidated Project Ranking**

Projects that submit as a consolidated grant will be ranked as follows:

- The individual grants will be ranked according to individual project score
- The consolidated grant will be ranked according to the highest scoring individual project included in the consolidation.

### **Tie-Breaking Criteria for Ranking Policies 4, 5, and 6**

Tie-breakers for ranking policies 4, 5, and 6 will be applied in the following order:

1. First tie-breaker: the *percentage* on component 2A of the project-specific housing performance in the local application
2. Second tie-breaker: the *percentage* on component 2B of the project-specific housing performance in the local application
3. Third tie-breaker: the *percentage* on component 1A of the project performance in the local application (leaving with source of cash income)
4. Fourth tie-breaker: the *percentage* on component 1B of the project performance in the local application (leaving with source of non-cash income)

### **Project-Specific Housing Performance**

“Project-specific housing performance” refers to scored component #2 of the local application. This component is further divided into 2 sub-components (parts A and B). The specific performance criteria being measured depends upon the project type, as different project types have different housing- focused performance expectations.

### **Projects that Straddle Tier 1/Tier 2**

If a project, once listed in ranked order, straddles the Tier 1/Tier 2 funding line, the following policy will apply: If a project is straddling the line – that is, a portion of the project budget falls within Tier 1 and a portion falls within Tier 2 – that project will be asked if the project would still be feasible if it was only funded for the amount in Tier 1.

1. If the project indicates that it would still be feasible at the reduced amount, it will be required to submit in writing how the project would remain feasible.
2. The Values & Funding Priorities Committee will review the feasibility plan, and decide whether the project would be feasible at the reduced amount. If the Committee decides it will be feasible, the project will be submitted as is, straddling the Tier 1/Tier 2 line.
3. If the Committee decides that the project would not be feasible at the reduced amount, or if the project itself indicates that it would not be feasible at the reduced amount, that project will be dropped down so that it wholly fits into Tier 2, and the next ranked project will have the same opportunity to show feasibility if straddling the line.
4. This process will continue until the following are realized:
  - a. All Tier 1 funds are allocated; OR
  - b. The amount of funds remaining in Tier 1 are a negligible amount. If this occurs, the CoC retains the discretion to allocate the remaining funds to another project in Tier 1 that can accept additional funds. The Collaborative Applicant will make a recommendation on this allocation; this recommendation will be reviewed and approved by the CoC Board before implementing.
5. If the amount remaining in Tier 1 is of such a small amount that no project indicates it would be feasible at that reduced amount, steps 2 through 4 will not apply, but rather the projects will be ranked according to their original ranked order.

### **Renewal Project Threshold Score**

All projects applying for renewal funding will be evaluated and scored on a given point scale which will be given in the FY2019 CoC Application Policies. Renewal projects must score at least 70% of the points possible in order to be placed on the project ranking list. Renewal projects that do not score at least 70% will be able to submit an appeal in accordance with the Appeals Policy.

### **Renewal Project Appeals**

Renewal projects that score less than the amount of points required for passing threshold may submit an appeal to the Appeals Committee. The Appeals Committee will review the appeal and make a recommendation to the CoC Board on whether or not the appeal should be granted. If the appeal is granted, the project will be submitted for funding and placed on the project ranking list in accordance with the ranking policies given above. If an appeal is not granted, the project will be reallocated to a new project(s). The reallocated funds will be available for organizations to apply for via a competitive Request for Proposals (RFP). Details on the appeals policy may be found the Appeals Policy.

**A project may not appeal its placement on the project ranking list.**

### **Final Ranking List Review and Recommendation**

Following the submission, review, and scoring of all renewal and new project applications, a preliminary project ranking list will be developed in accordance with the above policies. This ranking list, with projects identified by name and type, will be reviewed by the Values & Funding Priorities Committee. The Values & Funding Priority Committee may recommend to the CoC board that a project(s) that would have been in Tier 2 because of the ranking policies instead be placed into Tier 1. If the Committee chooses to move a Tier 2 project up to Tier 1, it will need to provide rationale for the recommendation. The Committee will present its final recommended project ranking list to the CoC board in accordance with the timeframe required by HUD. The CoC board will make the final decision on the project ranking list.

### **Final Ranking Policies**

The above ranking policies were approved following the release of the FY2019 NOFA, and therefore reflect the final ranking policies.

CONTINUUM OF CARE

- ABOUT THE DETROIT COC
- COC BOARD
- COC COMMITTEES
- FUNDING**
- HUD ASSESSMENT FEE PAYMENTS
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- COC RAPID RE-HOUSING
- COC APPROVED HOMELESS DOC FORMS
- TRAININGS

## FY2019 CoC Application

- Final FY2019 Project Ranking List with Ranking Policies (posted 9/12/19)

**Second Round FY19 CoC New Project Funding Opportunity:** The Detroit CoC is re-opening the new project funding opportunity for a second round of applications for the FY19 CoC competition. Agencies that want to apply for new project funding during this second application round must attend an information application meeting on **August 20, from 9:30 - 11:30 AM** at the Northeast Guidance Center (2900 Conner, Detroit). New project applications will be considered for the following:

**Domestic Violence Bonus Projects**

Agencies may apply for new Rapid Rehousing (RRH) projects that specifically serve persons fleeing domestic violence, including persons fleeing human trafficking. There is approximately \$2.5 million available for the CoC to apply for projects of this type.

**Permanent Housing Bonus Projects**

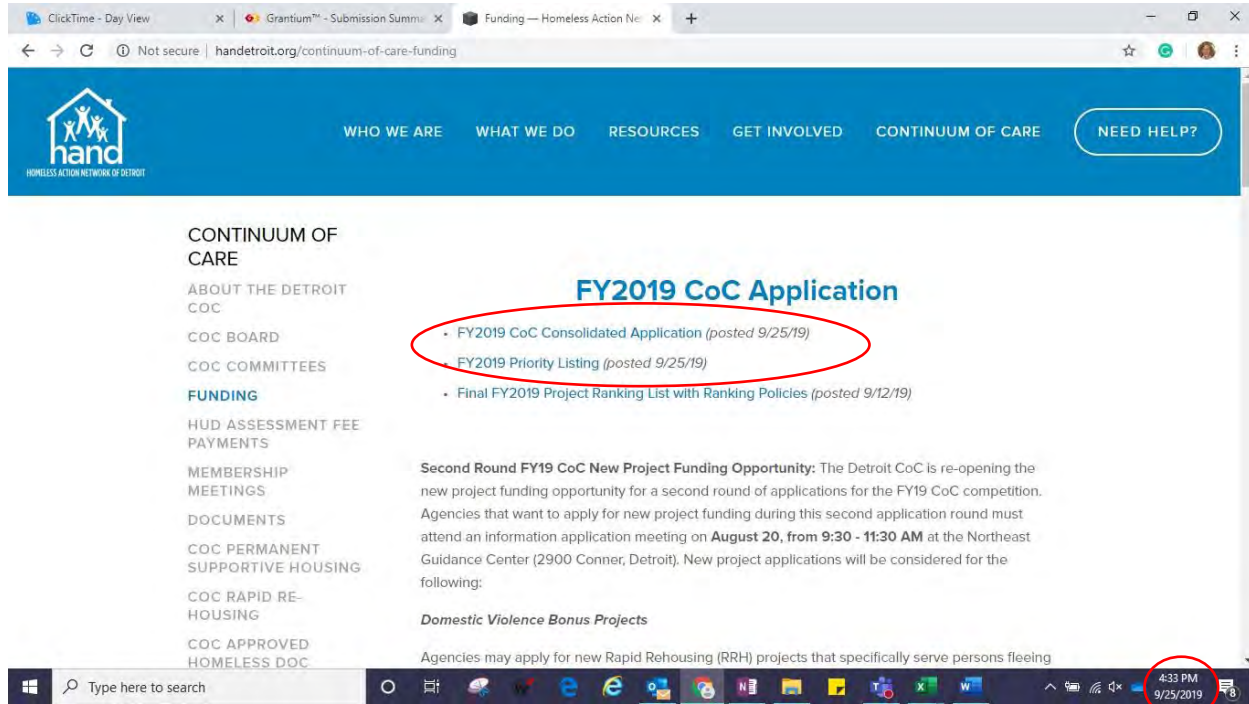
Agencies may apply for new or expansion Permanent Supportive Housing (PSH) or Rapid Rehousing (RRH) projects. The amount of funding available for these project types will be given at the meeting on August 20.

- Any agency may apply for new projects of this type. Current CoC funded agencies or agencies

# 1E-4 Attachment Part 2: Evidence

Screen shot demonstrating the public posting of final version of CoC Application, including:

- CoC Consolidated Application
- CoC Priority Listing



## Collaborative Applicant Facebook page notification of posting (9/25/19):





**Amanda Sternberg**

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**From:** Homeless Action Network of Detroit <amanda@handetroit.org>  
**Sent:** Wednesday, September 25, 2019 4:53 PM  
**To:** Amanda Sternberg  
**Subject:** FY2019 Detroit CoC Consolidated Application and Project Priority Listing Posted

***FY2019 Detroit Continuum of Care (CoC) Consolidated  
Application  
and Project Priority Listing Posted***

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**September 25, 2019**

Hello,

At the Detroit CoC meeting on 9/17/19, CoC members voted to approve the FY2019 Detroit CoC application. The application, and the final project priority listing, have been publicly posted on HAND's website, and may be accessed [here](#). These materials

are being publicly posted per the requirement that they be posted at least 2 days prior to the submission deadline.

HAND intends to submit the CoC Application on September 27, 2019.

If you have any questions please contact Amanda Sternberg at 313-964-3666 x104 or [amanda@handetroit.org](mailto:amanda@handetroit.org).



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**Our mailing address is:**

3701 Miracles Blvd., Suite 101, Detroit, MI 48201

Want to change how you receive these emails?

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This email was sent to [amanda@handetroit.org](mailto:amanda@handetroit.org)

[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)

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### **Attachment 3A: Written Agreement with Local Education or Training Organization**

The Detroit Continuum of Care has been developing a new partnership with the Detroit Economic Solutions Corporation to better align the homeless and job training systems. Evidence of this partnership is provided here via the following:

- A draft Memorandum of Understanding (MOU) between the CoC and the Detroit Economic Solutions Corporation. This MOU will be signed by the end of 2019.
- A copy of a recent application submitted to the Heartland Alliance which, if it had been funded, would have provided funding support to the efforts to align the two systems. Although this application was not funded, it has served as a catalyst for ongoing collaboration and partnership.

**Memorandum of Understanding  
Between  
Detroit Continuum of Care Board  
and  
Department of Employment Solution Corporation**

**Background and Purpose:**

The purpose of this Memorandum of Understanding (“MOU”) is to confirm the agreement between the Detroit Continuum of Care Board (“CoC Board”) and the Department of Employment Solution Corporation (“DESC”). This MOU defines the working relationship between the housing and homeless system and workforce system to identify, pilot, and evaluate strategies to better assist households served by both systems. Partners came together in early 2019 to submit an application the Heartland Alliance targeting households most likely to not receive housing resources. While ultimately not selected, the connections made, data analyzed, and ideas generated encouraged partners to continue exploring ways to partner and track client data and outcomes. This MOU is a product of that planning and is intended to reflect our ongoing commitment to partnering and exploring opportunities to learn and improve.

**Areas of Work:**

- Pilot Referral Process:
  - Based on data, the CoC will identify a target population entering the Coordinated Entry System, tentatively households being diverted from homelessness, lower vulnerability, and indicating un-or under-employment, and make a referral to the most appropriate Career Center.
  - Detroit at Work will track referred households that then go to a Career Center and the outcome.
  - Partners will be then utilized aggregated data to identify the impact of the referral process.
- Expand and improve data collection:
  - Coordinated Entry System staff will continue (and expand) data collection efforts with targeted populations to better understand the education, workforce history, and experiences to inform interventions.
  - As the DESC is transforming its data collection and tracking/evaluation system, the CoC will provide feedback on assessment questions to better understand the population seeking serving at the Career Centers.
- Cross training of staff:
  - Provide training for Career Center staff about homelessness and trauma to better understand the complex needs and history of the population.

- Provide training for key homeless and housing system partners - Coordinated Entry Staff and Rapid Re-housing providers - on how to support households as they are navigating the workforce system, including key documentation requirements and expectations.

**Duration:**

This MoU is valid for 12 months and will be reviewed and updated annually.

**Termination:**

The CoC Board or DESC may terminate this MOU by giving 60 days written notice to the other party. The termination shall be effective on the date specified in the notice of termination. The partners will be held harmless for any outstanding activities upon termination of the MOU.

**Execution**

**Signature Date**

**Detroit Continuum of Care Board**

Chairperson

**Signature Date**

**Department of Employment Solutions Corporation**

**SECTION 1: Your Pathways Forward Team**

**1. Tell us the name of your community and briefly describe the geographical area of your community:** Located in the southeastern corner of Michigan, Detroit is an expansive city extending out from the Detroit River.

**2. Please list the following information about the lead applicant for your community:**

- a. **Organization Name:** City of Detroit, Mayor’s Office of Workforce Development
- b. **Organization Website:** www.detroitworkforce.com
- c. **Street Address:** 2 Woodward Ave. Suite 1126 Detroit, MI 48226
- d. **E-mail Address:** [mosetelesfordc@detroitmi.gov](mailto:mosetelesfordc@detroitmi.gov); info@detroitworkforce.com
- e. **Phone Number:** (313) 224-3400

**3. Please list the following information for one or two people who will act as team captain(s) for your community:**

- a. **Person’s Name:** Lindsey Bishop Gilmore
- b. **Person’s Title:** Senior Program Manager
- c. **E-mail Address:** lindsey.bishopgilmore@csh.org
- d. **Phone Number:** 313.209.6949
- e. **Organization Name :** Corporation for Supportive Housing (CSH)
- f. **Street Address:** 440 Burroughs St., Suite 523 Detroit, MI 48202

- a. **Person’s Name:** Chioke Mose-Telesford
- b. **Person’s Title:** Director of Systems Alignment and Policy
- c. **E-mail Address:** mosetelesfordc@detroitmi.gov
- d. **Phone Number:** 313.224.1285
- e. **Organization Name:** Office of Workforce Development, City of Detroit, Mayor’s Office
- f. **Street Address:** 2 Woodward Ave. Suite 1126 Detroit, MI 48226

**4. Please list each of the core partners that have been brought on board or will be engaged to help make your ideas a reality:**

| CORE TEAM                                                                |                                                                                               |                                         |
|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|-----------------------------------------|
| Partners                                                                 | Representative                                                                                | System/Stakeholder Group                |
| <b>Team Captain:</b><br>City of Detroit, Office of Workforce Development | Chioke Mose-Telesford<br>Dir. of Systems Alignment and Policy<br>mosetelesfordc@detroitmi.gov | Public Workforce and Employment System  |
| <b>Team Captain:</b><br>Corporation for Supportive Housing (CSH)         | Lindsey Bishop Gilmore<br>Senior Program Manager<br>lindsey.bishopgilmore@csh.org             | Technical Assistance Provider           |
| City of Detroit, Housing and Revitalization Department                   | Meghan Takashima<br>Supportive Housing Director<br>takashimam@detroitmi.gov                   | Housing and Homelessness Service System |

|                                                        |                                                                                                                                                                    |                                         |
|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| Continuum of Care (CoC) Board                          | Amy Brown, CoC Board Chair<br>abrown@noahprojectdetroit.org                                                                                                        | Housing and Homelessness Service System |
| Coordinated Assessment Model (CAM) [Coordinated Entry] | Catherine Distelrath, CAM Manager<br>cdistelrath@swsol.org                                                                                                         | Housing and Homelessness Service System |
| Detroit Employment Solutions Corporation (DESC)        | Michelle Rafferty, Chief Operating Officer<br>mrafferty@detempsol.org                                                                                              | Public Workforce and Employment System  |
| CoC Lead - Homeless Action Network of Detroit (HAND)   | Tasha Gray, Executive Director<br>tasha@handetroit.org                                                                                                             | Housing and Homelessness Service System |
| McGregor Fund                                          | Vanessa Samuelson<br>Director of Learning & Reporting<br>vanessa@mcgregorfund.org<br><br>Heidi Alcock<br>Director of Grant Dev. & Comms.<br>heidi@mcgregorfund.org | Philanthropy                            |
| University of Michigan Poverty Solutions               | Laura Urteaga-Fuentes<br>Homelessness Policy Fellow<br>lurteaga@umich.edu                                                                                          | Research and Policy Expertise           |
| Individual with lived experienced                      | TBD                                                                                                                                                                |                                         |

| <b>KEY PARTNERS</b>                                                         |                                             |
|-----------------------------------------------------------------------------|---------------------------------------------|
| <b>Partners</b>                                                             | <b>System/Stakeholder Group</b>             |
| Alternatives for Girls (AFG)                                                | Shelter & Housing Provider                  |
| Coalition on Temporary Shelter (COTS)                                       | Shelter & Housing Provider                  |
| Detroit Housing Commission (DHC)                                            | Public Housing Authority                    |
| Michigan State Housing Development Authority (MSHDA)                        | Public Housing Authority                    |
| Detroit Wayne Mental Health Authority                                       | Mental & Behavioral Health Care System      |
| Michigan Department of Corrections (MDOC)                                   | Corrections & Reentry System                |
| Michigan Department of Health & Human Services (MDHHS)                      | Public Benefits System                      |
| Michigan Talent Investment Agency - Workforce Development Agency            | Public Workforce & Employment System        |
| Michigan Homelessness Policy Advisory Team (HPAT)                           | Housing & Homelessness Service System       |
| United Community Housing Coalition (UCHC)                                   | Housing Provider                            |
| United Way of Southeastern Michigan                                         | Financial Capability Services & Basic Needs |
| Financial Empowerment Centers, Department of Neighborhoods, City of Detroit | Financial Capability Services               |



**5. Do any of the members of your team have lived experience of homelessness?** One team member experienced family homelessness as a young child while living in a large U.S. city. Given that lived experience is critical to provide meaningful leadership and guidance for this work, it is a priority to engage people with lived experience as Core Team members. This team is committed to dedicating time and resources to ensure meaningful engagement for informed decision-making.

**SECTION 2: Setting the Stage**

**6. Describe who is included in the target population in your community:** The homelessness response system uses a common assessment tool, the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT). Of the 1719 households (1290 single adults, 429 families) recommended for RRH (based on VI-SPDAT score) between September 1, 2017 and August 31 2018, only 12% of single adults and 35% of families ultimately received a referral. Of those scoring in the 4-7 range, 5% of singles adults (59 of 1103) and 15% of families (29 of 189) received a referral based on availability of the resource. Given these statistics, our target population for the Pathways Forward work is households scoring in the 4-7 range who do not receive a referral to RRH.

**a. How does the size of the target population compare to the size of the overall population of people being assessed through the homeless service system?** The target population represents 46% of 2396 single adults, 36% of 524 families, and 44% of 2920 total unduplicated households assessed during this same time period.

**b. Describe the racial breakdown of people in the target population:** Black/African Americans make up 85.6% of single adults and 95.6% of families assessed in the Detroit CoC as compared to 79.1% of the city’s overall population. As shown in the table below (Detroit data from ACS), this overrepresentation is even greater among the target population and is particularly stark among families.

| Race & Ethnicity                 | Target Population |       |          |       | All People Assessed |       |          |       | City of Detroit |       |
|----------------------------------|-------------------|-------|----------|-------|---------------------|-------|----------|-------|-----------------|-------|
|                                  | Singles           |       | Families |       | Singles             |       | Families |       | All People      |       |
|                                  | #                 | %     | #        | %     | #                   | %     | #        | %     | #               | %     |
| All People                       | 1,103             |       | 189      |       | 2396                |       | 524      |       | 679,865         |       |
| <b>Race</b>                      |                   |       |          |       |                     |       |          |       |                 |       |
| White                            | 111               | 10.1% | 4        | 2.1%  | 285                 | 11.9% | 17       | 3.2%  | 95,875          | 14.1% |
| Black/African American           | 973               | 88.2% | 184      | 97.4% | 2077                | 86.7% | 501      | 95.6% | 537,931         | 79.1% |
| American Indian/Alaska Native    | 8                 | 0.7%  | 1        | 0.5%  | 14                  | 0.7%  | 3        | 0.6%  | 2,322           | 0.3%  |
| Asian                            | 4                 | 0.4%  | 0        | 0.0%  | 7                   | 0.3%  | 1        | 0.2%  | 10,185          | 1.5%  |
| Native Hawaiian/Pacific Islander | 4                 | 0.4%  | 0        | 0.0%  | 7                   | 0.3%  | 0        | 0.0%  | 107             | 0.0%  |
| Other/Multiracial                | 0                 | 0.0%  | 0        | 0.0%  | 1                   | 0.0%  | 0        | 0.0%  | 33,445          | 4.9%  |
| Client refused                   | 3                 | 0.3%  | 0        | 0.0%  | 5                   | 0.2%  | 2        | 0.4%  | n/a             | n/a   |
| <b>Ethnicity</b>                 |                   |       |          |       |                     |       |          |       |                 |       |
| Hispanic/Latino                  | 14                | 1.3%  | 4        | 2.1%  | 30                  | 1.3%  | 11       | 2.1%  | 51,685          | 7.6%  |
| Non Hispanic/Latino              | 1087              | 98.5% | 184      | 97.4% | 2362                | 98.6% | 511      | 97.5% | 628,180         | 92.4% |
| Client refused                   | 2                 | 0.2%  | 1        | 0.5%  | 4                   | 0.2%  | 2        | 0.4%  | n/a             | n/a   |

**c. Tell us about any other dimension or characteristics:** While average income in Detroit increased in 2016 and 2017, the poverty rate only slightly decreased and remains at 34.5%, the highest in the country for cities with a population greater than 100,000. Of those participating in the labor force in

Detroit, 18% are experiencing poverty. Furthermore, Detroit's labor force participation rate is lower than in comparison cities, which can be partly attributed to lower educational attainment rates. Only 13% of residents have a Bachelor's degree or higher, compared to 18%-50% in comparison cities. It is also estimated that 150,000 Detroit adults have a criminal record, which is 30% of the adult population.

**7. Tell us what you understand about the needs, interests, and barriers related to employment for people in the target population your community:** A report by the Workforce Intelligence Network of Southeast Michigan (WIN) on behalf of the McGregor Fund found that the most common barriers identified by jobseekers were transportation, housing, and childcare. These barriers are only exacerbated for those in our target population who face the stress, trauma, stigma, and instability of homelessness. Through the local coordinated entry system (CAM), an employment survey including 155 respondents from the target population showed that 65% were unemployed and 8% had never been employed. The average income was \$412, while the median income was \$0. Aligning with the WIN study, respondents indicated that their biggest barriers to employment were lack of reliable transportation and childcare. Yet, survey results indicated people experiencing homelessness want to work, with 73% of survey respondents having a goal to "get a job to support myself completely."

Additionally, the average foundational skills level for unemployed workers in Detroit is 6th grade, which leaves 200,000 Detroit adults in need of foundational skill improvement. Due to limited foundational skills and the high rate of jobs in Detroit requiring a high school diploma *plus* additional training or education, 63% of Detroiters who do work must commute outside of city limits. These jobs are difficult for Detroiters to access given the extremely high car insurance rates and the lack of a regional transit system. Detroiters face the most expensive auto insurance rates in the country, with an average annual premium of \$5,414 eating up 18% of household income (compared to 2-4% in peer cities).

**a. If your proposed systems change ideas target a specific sub-population be sure to tell us about any employment needs, interests, and/or barriers:** N/A

**b. Tell us what you understand about the needs, interests, and/or barriers to employment most common among/particular to homeless job seekers of color:** The barriers discussed above are compounded for homeless job seekers of color by systemic racism. In a city where 80% of the population is Black/African American, 58% of those working in jobs located in Detroit are White. Even if job seekers of color are able to reach jobs in the suburbs despite transportation issues, exclusionary practices prevent their hiring and disproportionately impact Detroit residents. For example, employers have rescinded job offers to Detroiters due to a 6 month wait period to receive high school diplomas through the Detroit Public Schools (the Mayor's Office of Workforce Development (MOWD) has since developed an online request process). Furthermore, inequities in the criminal justice system mean more people of color are sentenced for crimes, impacting their employability due to felony records.

### **SECTION 3: Enter Your Pathways Forward Ideas**

#### **8. Describe your proposed systems change ideas:**

**Build capacity:** The MOWD will champion this work by launching the effort and convening the Core Team. The banner of the Mayor's Office lends the leadership and convening power necessary to engage stakeholders and energize people and resources. A full-time CSH embedded staff will be in a neutral position able to navigate between both systems.

**Prioritize equity and lived-experience expertise:** We will prioritize equity by hiring a CSH staff who brings equity expertise and by securing additional funding for equity-focused levers. We will hire a consultant to provide racial equity training for our Core Team and help develop a racial equity lens for decision-making and data analysis. Funding will also be secured to compensate and support someone with lived experience on the Core Team and to convene focus groups of people with lived experience.

**Create norms and structure and promote ongoing learning:** A cross-system shared-understanding will be developed by creating shared definitions and cross-training on the relevant language, structures, processes and culture. We will determine meeting structure, process, roles, and responsibilities. We will also pursue continuous improvement through iteration and learning from research and other communities, specifically looking to peer communities that were part of the Connections Project.

**Data-sharing and information-gathering to inform decision-making:** We will collect, share, and analyze data to understand the scope of the need and inform solutions. Analyzing relevant past data will show how individuals have been served by both systems and help identify data collection needs. To better understand the specific needs, interests, and barriers of the target population, the existing employment survey implemented by CAM will be refined, and current workforce system redesign efforts underway will be leveraged to inform the survey. With this data, we will begin to identify overlap with who our systems are serving and needed interventions and improvements, with the eventual goal of creating a system that promotes data sharing and matching. Data collected and analyzed will be disaggregated by race and a racial equity lens will be applied in creating metrics and evaluating outcomes.

**Support culture shifts and implementation of best practices:** The data will allow us to make the case with providers, employers, and stakeholders that we should and can coordinate efforts to increase the economic security of this population. We will strive to change the mindset that people experiencing homelessness don't want to or are unable to work. One way we will do this is by cross-training between the homelessness and workforce systems. Providers will gain an understanding of each other's system and develop skills to better address needs around housing and employment.

**Increase access through cross-system referral process:** A coordinated referral process between the two systems will be piloted to increase access to services for the target population and serve as a model for potential scaling. The Team will use an equity-focused, data-driven approach to design and evaluate this process. Specifically, we recognize a need to address racial bias in assessments and in unconscious bias of assessors. This model may include colocation of services and access to client data across systems.

**Policy advocacy:** In order to sustain this work, we hope to influence greater alignment at the policy level to serve this population, and will use what we learn through the early stages of the work to advocate for systems change on the state and federal levels.

**a. Explain how your proposed ideas reflect systems change ideas:** This level of cross-systems collaboration is innovative in Detroit and will bring together diverse stakeholders who until recently have had little strategic connection. Our ideas build upon the momentum occurring within each system to develop a coordinated community response and align with the U.S. Interagency Council on Homelessness Home Together strategic action areas. Rather than try to create a siloed program and scale up, as we may have done in the past, we will undertake a rigorous process to understand the root causes and roles our systems play in poor outcomes for homeless jobseekers. With this understanding, we will implement our ideas to transform system goals, culture, structure, and practices to improve outcomes.

**b. Indicate which of the following levers you will engage:**

| <b>Systems Change Idea</b>                                                                                                                 | <b>Lever(s)</b>                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| <b>Capacity Building</b> (Mayor’s initiative, CSH staff embedded in Mayor’s office, shared leadership)                                     | <b>Leadership</b>                                                 |
| <b>Centering Equity</b> (engaging people with lived experience, racial equity training and lens)                                           | <b>(1) Training; (2) Culture/Norms/Values; (3) Knowledge/Data</b> |
| <b>Establishing Norms &amp; Structure</b> (clarify roles and responsibilities, develop mutual understanding)                               | <b>(1) Training; (2) Culture/Norms/Values; (3) Knowledge/Data</b> |
| <b>Data to inform decision-making</b> (survey and focus groups, intake questions, data sharing & matching, data analysis with equity lens) | <b>Knowledge/Data</b>                                             |
| <b>Shifting culture, mindset, and practices</b> (strategic communications, cross-training providers)                                       | <b>(1) Training; (2) Culture/Norms/Values; (3) Practices</b>      |
| <b>Cross-system referral process</b>                                                                                                       | <b>(1) Coordination; (2) Resource Allocations</b>                 |
| <b>Policy Advocacy</b>                                                                                                                     | <b>(1) Leadership; (2) Resource Allocations</b>                   |

**c. Explain why and how engaging these levers will increase employment and income for the target population:** By creating a structure of shared leadership under the banner of the Mayor’s Office, we will bring the needs of the target population to the forefront and build the political will to change at a systems level. On the homelessness side, employment has never been examined on a systems level and only a few programs work on an ad hoc basis to support clients in securing employment. On the workforce side, historically homeless job seekers were not able to access services until they resolved their homelessness and the intake process for job seekers was not developed in a way that allowed job

seekers to be open and honest about issues of homelessness. Data-sharing, information-gathering, and cross-training will help our systems understand the needs of the target population, critically examine current practices, and improve service delivery. Testing a coordinated referral process will build upon this to be able to effectively connect people to the most appropriate services.

**9. Tell us about any past or current efforts to increase employment for people experiencing homelessness in your community:** There have been limited successes to specifically increase employment for people experiencing homelessness. We recognized this as a key area of improvement and began collecting information by conducting the employment survey through CAM. Some providers have begun to integrate employment support into their Shelter and Rapid Re-Housing programs, but we recognize the need to coordinate further efforts across the homeless services and workforce systems.

There is strong collaborative systems work happening within each system that we will build upon with a focus on our target population. Over the past year and a half, the Mayor's Office of Workforce Development (MOWD) and Detroit Employment Solutions Corporation (DESC) led an intensive planning, analysis and stakeholder engagement effort to redesign Detroit's workforce development system with the ultimate goal of improving financial stability and reducing poverty across the City of Detroit. Over 125 organizations were engaged and feedback from job seekers, employers, service providers, community organizations and local leaders has shaped the current re-design of the system underway.

Similarly, the homeless response systems has transformed to prioritize and increase access to resources for the most vulnerable. In November 2017, the Detroit CoC transitioned from a call center-based coordinated entry system to an In-Person Access Point model. This model allows CAM staff to go directly to where clients are and spend time truly understanding their level of need. The CoC also began prioritizing housing resources for the most vulnerable by using best practices, such as a standardized assessment tool and a By-Name-List to better track the housing progress of chronically homeless people. It is a natural extension of this work for our systems to begin to partner together.

**a. If your community participated in the Connections Project, tell us how your ideas differ:** N/A

**10. Tell us how your proposed systems change ideas will work toward redressing existing racial inequities among people in the target population in your community:** Our systems change ideas are centered around racial equity, which is a growing edge for Detroit. We will begin by focusing on equity by hiring a staff person who brings expertise in this area, as well as securing additional funding for a consultant to help in this area. We will develop an equity lens that can be used in data analysis and decision-making by the Core Team. Our bold goals include a specific equity component so that we will evaluate our system and measure success by how and to what extent we are addressing racial inequity. We will prioritize understanding and addressing the needs, interests and barriers of people of color as well as report equity-related metrics and provide equity training to partners and providers.

**11. How did your project team support the meaningful inclusion of people with lived experience of homelessness in the development of the proposed ideas? How do you intend to authentically engage people with lived experience throughout the project period?** Over a six month period, we conducted a survey (modeled after employment questions used by the Houston coordinated entry system) with 401 households, including 155 households in the target population, who were entering the homelessness response system through coordinated entry. The results of this survey helped lead to initial conversations between our homelessness response and workforce systems, served as the impetus to pursue this effort, and informed our proposed ideas. We plan to refine this survey and continue to use it as a tool to obtain input from people in our target population.

We know that we need to do more to include people with lived experience and that we need guidance to do so. To ensure meaningful inclusion and avoid tokenism, we will provide compensation and professional development to a person with lived experience to join the Core Team. We want to provide the support that is needed and requested by someone in this role so they can fully engage in discussion and decision-making. Additionally, we will conduct paid focus groups to draw upon the expertise of people with lived experience.

**12. Tell us the specific goals your team will achieve over the two and a half year project period:**

**a. What is your bold goal related to increasing the number of people, relative to baseline, who achieve employment or increase income?** To date, the data systems being used among the homeless and workforce systems have improved, but remain insufficient for the level of cross-systems collaboration needed. Due to this, the first year of the project period will be utilized to chart actionable plans for the bold goals we have outlined below, and to establish shared benchmark data where it does not currently exist. The second year and a half of the project will be used to implement the plan developed during the first year and track progress accordingly. Understanding it is crucial to disaggregate data by race, each bold goal will include a particular focus on maintaining consistent rates of increase or decrease (depending on the goal) across racial groups. Please note that goals 4-5 are set to align with the homeless system's System Performance Measures which impacts the system as a whole, not a specific target population.

- 1. Formalize the relationship between the workforce system and the homeless response system.** The first step in achieving any of the goals outlined here is to lay the foundation for collaborative cross systems work. Throughout the first year and a half of the project period, we will develop a shared understanding of our systems and a common language through cross-training and data-sharing.
- 2. Improve data tracking, reporting, and sharing.** This project will have a key focus on improving data tracking, reporting, and sharing across the workforce and homeless systems. By the end of the project period, we will have more seamless data sharing across systems and will have developed a platform for real-time referrals across systems, specifically for the target population.
- 3. Decrease the length of time people experiencing homelessness are unemployed.** Over a 6 month period, 39% of households in the target population who were not currently working had been

unemployed for 12 months or more. We are proposing to decrease the rate of households within the target population in the “12 months or more” category by 20%.

4. **Decrease the length of time people remain literally homeless.** The Continuum of Care has set a goal to decrease length of time homeless by 10% and we propose to align with this goal.
5. **Decrease returns to homelessness.** In Detroit, returns to homelessness are most common within the first six months after leaving permanent housing; almost one quarter (24%) of households return to homelessness within 6 months. We are setting an aggressive goal to decrease the rate of returns to homelessness within six months from 24% to 15% over the two and half year project.

**b. What is your bold goal related to increasing the amount or percentage of income received among people in the target population?** Recognizing that individuals may need to achieve milestones, the goals below will track progress on several milestones as individuals gain work skills and experience and increase income over time.

1. **Increase earned income.** We are proposing to increase the rate of people who increase their earned income from 16% to 20% to align with the national average.
2. **Increase average total income (earned and non-employment) of target population.** The average monthly income for the target population is \$411. We are proposing to increase the average monthly income of households in the target population (within 6 months from assessment) by 10%.
3. **Increase hourly wage.** Improve by 10% from baseline, to be determined within the first year.
4. **Increase the number of hours worked.** Improve by 10% from baseline, to be determined within the first year.
5. **Increase number of people going from part time to full time work.** Improve by 10% from baseline, to be determined within the first year.

#### **SECTION 4: From Ideas to Realities**

**13. Explain why the core partners you’ve brought on board are the folks that should be at the table to help put your ideas into action:** The Core Team represents the system leadership and expertise essential to bridge the gaps between the homeless services and workforce systems and to engage specific levers as needed. Keeping the Core Team small and targeted while we are in the early stages of systems collaboration will allow the team to focus on intentionally building authentic partnership and mutual understanding. At the same time, we know that perspectives and expertise of a wide range of stakeholders are essential to success. For this reason, we have identified Key Partners the Core Team can convene for focused conversations. This group includes partners from within our two systems, but also partners from other systems that play a critical role in addressing the needs and barriers faced by homeless jobseekers. This structure will allow us to engage a range of stakeholders while remaining nimble enough to drive change.

**14. How will you develop and maintain shared accountability among these partners to help meet your goals? What is your plan for managing leadership and staff changes that could thwart forward progress?** The proposed Core Team structure facilitates shared accountability. The staff hired through

CSH and embedded in the Mayor’s office will have the convening power of the Mayor’s office to mobilize people and serve as a neutral party to engage the homelessness response and workforce systems. At the same time, we will have leadership from both systems with a high level of decision making authority and the ability to affect change. One of our first steps will be to create agreements among the Team Captains and Core Team to ensure there are clearly defined roles and responsibilities of partners, including designating a secondary representative who can step in in the event of absence or staff changes. The Core Team will establish processes for decision-making and meeting facilitation drawing upon best practices from other successful committees. For external accountability, our Core Team will provide regular reports to the CoC Board and the Mayor’s Workforce Development Board.

**15. What financial and/or in-kind resources will be dedicated to supporting your proposed ideas in addition to those awarded through the Pathways Forward Challenge?**

The following leveraged financial resources have been identified to support the work:

| <b>Financial Resources (Leveraged)</b> | <b>Organization</b>                                                                                           |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------|
| \$25,000                               | Mayor's Office of Workforce Development (MOWD)                                                                |
| \$33,900                               | Detroit Employment Solutions Corporation (DESC)                                                               |
| \$11,550                               | Housing & Revitalization Department, City of Detroit                                                          |
| \$43,650                               | Southwest Counseling Solutions (this is inclusive of staff assessing clients on housing and employment needs) |
| \$28,200                               | Corporation for Supportive Housing                                                                            |

In-kind resources include:

| <b>In-Kind Donations</b>    | <b>Organization</b>                                          |
|-----------------------------|--------------------------------------------------------------|
| Workforce/Labor Market Data | MOWD (with support from Corporation for a Skilled Workforce) |
| GIS mapping                 | Department of Innovation and Technology, City of Detroit     |
| Data Analysis and Expertise | University of Michigan Poverty Solutions                     |

The McGregor Fund has invited an application to support this effort and we will request a \$200,000, 2 year grant to support salary/fringe of one staff, stakeholder engagement (focus groups, etc.), and racial equity consulting among other items. Additionally, we plan to approach local funders with missions that align with the core of this work: Skillman Foundation (intergenerational poverty), Community Foundation of Southeastern Michigan (enhancing quality of life), United Way for Southeastern Michigan (workforce and basic needs, with a lens on eco-system building), Quicken Loans (veteran homelessness), Michigan Department of Health and Human Services.

**Section 5: Beyond the Written Word**

<https://vimeo.com/326916253> Password: pathwaysdetroit



### **Attachment 3A: Written Agreement with Local Workforce Development Board**

The Detroit Continuum of Care has been developing a new partnership with the Detroit Economic Solutions Corporation to better align the homeless and job training systems. Evidence of this partnership is provided here via the following:

- A draft Memorandum of Understanding (MOU) between the CoC and the Detroit Economic Solutions Corporation. This MOU will be signed by the end of 2019.
- A copy of a recent application submitted to the Heartland Alliance which, if it had been funded, would have provided funding support to the efforts to align the two systems. Although this application was not funded, it has served as a catalyst for ongoing collaboration and partnership.

**Memorandum of Understanding  
Between  
Detroit Continuum of Care Board  
and  
Department of Employment Solution Corporation**

**Background and Purpose:**

The purpose of this Memorandum of Understanding (“MOU”) is to confirm the agreement between the Detroit Continuum of Care Board (“CoC Board”) and the Department of Employment Solution Corporation (“DESC”). This MOU defines the working relationship between the housing and homeless system and workforce system to identify, pilot, and evaluate strategies to better assist households served by both systems. Partners came together in early 2019 to submit an application the Heartland Alliance targeting households most likely to not receive housing resources. While ultimately not selected, the connections made, data analyzed, and ideas generated encouraged partners to continue exploring ways to partner and track client data and outcomes. This MOU is a product of that planning and is intended to reflect our ongoing commitment to partnering and exploring opportunities to learn and improve.

**Areas of Work:**

- Pilot Referral Process:
  - Based on data, the CoC will identify a target population entering the Coordinated Entry System, tentatively households being diverted from homelessness, lower vulnerability, and indicating un-or under-employment, and make a referral to the most appropriate Career Center.
  - Detroit at Work will track referred households that then go to a Career Center and the outcome.
  - Partners will be then utilized aggregated data to identify the impact of the referral process.
- Expand and improve data collection:
  - Coordinated Entry System staff will continue (and expand) data collection efforts with targeted populations to better understand the education, workforce history, and experiences to inform interventions.
  - As the DESC is transforming its data collection and tracking/evaluation system, the CoC will provide feedback on assessment questions to better understand the population seeking serving at the Career Centers.
- Cross training of staff:
  - Provide training for Career Center staff about homelessness and trauma to better understand the complex needs and history of the population.

- Provide training for key homeless and housing system partners - Coordinated Entry Staff and Rapid Re-housing providers - on how to support households as they are navigating the workforce system, including key documentation requirements and expectations.

**Duration:**

This MoU is valid for 12 months and will be reviewed and updated annually.

**Termination:**

The CoC Board or DESC may terminate this MOU by giving 60 days written notice to the other party. The termination shall be effective on the date specified in the notice of termination. The partners will be held harmless for any outstanding activities upon termination of the MOU.

**Execution**

**Signature Date**

**Detroit Continuum of Care Board**

Chairperson

**Signature Date**

**Department of Employment Solutions Corporation**

**SECTION 1: Your Pathways Forward Team**

**1. Tell us the name of your community and briefly describe the geographical area of your community:** Located in the southeastern corner of Michigan, Detroit is an expansive city extending out from the Detroit River.

**2. Please list the following information about the lead applicant for your community:**

- a. **Organization Name:** City of Detroit, Mayor’s Office of Workforce Development
- b. **Organization Website:** www.detroitworkforce.com
- c. **Street Address:** 2 Woodward Ave. Suite 1126 Detroit, MI 48226
- d. **E-mail Address:** [mosetelesfordc@detroitmi.gov](mailto:mosetelesfordc@detroitmi.gov); info@detroitworkforce.com
- e. **Phone Number:** (313) 224-3400

**3. Please list the following information for one or two people who will act as team captain(s) for your community:**

- a. **Person’s Name:** Lindsey Bishop Gilmore
- b. **Person’s Title:** Senior Program Manager
- c. **E-mail Address:** lindsey.bishopgilmore@csh.org
- d. **Phone Number:** 313.209.6949
- e. **Organization Name :** Corporation for Supportive Housing (CSH)
- f. **Street Address:** 440 Burroughs St., Suite 523 Detroit, MI 48202

- a. **Person’s Name:** Chioke Mose-Telesford
- b. **Person’s Title:** Director of Systems Alignment and Policy
- c. **E-mail Address:** mosetelesfordc@detroitmi.gov
- d. **Phone Number:** 313.224.1285
- e. **Organization Name:** Office of Workforce Development, City of Detroit, Mayor’s Office
- f. **Street Address:** 2 Woodward Ave. Suite 1126 Detroit, MI 48226

**4. Please list each of the core partners that have been brought on board or will be engaged to help make your ideas a reality:**

| CORE TEAM                                                                |                                                                                               |                                         |
|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|-----------------------------------------|
| Partners                                                                 | Representative                                                                                | System/Stakeholder Group                |
| <b>Team Captain:</b><br>City of Detroit, Office of Workforce Development | Chioke Mose-Telesford<br>Dir. of Systems Alignment and Policy<br>mosetelesfordc@detroitmi.gov | Public Workforce and Employment System  |
| <b>Team Captain:</b><br>Corporation for Supportive Housing (CSH)         | Lindsey Bishop Gilmore<br>Senior Program Manager<br>lindsey.bishopgilmore@csh.org             | Technical Assistance Provider           |
| City of Detroit, Housing and Revitalization Department                   | Meghan Takashima<br>Supportive Housing Director<br>takashimam@detroitmi.gov                   | Housing and Homelessness Service System |

|                                                        |                                                                                                                                                                    |                                         |
|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| Continuum of Care (CoC) Board                          | Amy Brown, CoC Board Chair<br>abrown@noahprojectdetroit.org                                                                                                        | Housing and Homelessness Service System |
| Coordinated Assessment Model (CAM) [Coordinated Entry] | Catherine Distelrath, CAM Manager<br>cdistelrath@swsol.org                                                                                                         | Housing and Homelessness Service System |
| Detroit Employment Solutions Corporation (DESC)        | Michelle Rafferty, Chief Operating Officer<br>mrafferty@detempsol.org                                                                                              | Public Workforce and Employment System  |
| CoC Lead - Homeless Action Network of Detroit (HAND)   | Tasha Gray, Executive Director<br>tasha@handetroit.org                                                                                                             | Housing and Homelessness Service System |
| McGregor Fund                                          | Vanessa Samuelson<br>Director of Learning & Reporting<br>vanessa@mcgregorfund.org<br><br>Heidi Alcock<br>Director of Grant Dev. & Comms.<br>heidi@mcgregorfund.org | Philanthropy                            |
| University of Michigan Poverty Solutions               | Laura Urteaga-Fuentes<br>Homelessness Policy Fellow<br>lurteaga@umich.edu                                                                                          | Research and Policy Expertise           |
| Individual with lived experienced                      | TBD                                                                                                                                                                |                                         |

| <b>KEY PARTNERS</b>                                                         |                                             |
|-----------------------------------------------------------------------------|---------------------------------------------|
| <b>Partners</b>                                                             | <b>System/Stakeholder Group</b>             |
| Alternatives for Girls (AFG)                                                | Shelter & Housing Provider                  |
| Coalition on Temporary Shelter (COTS)                                       | Shelter & Housing Provider                  |
| Detroit Housing Commission (DHC)                                            | Public Housing Authority                    |
| Michigan State Housing Development Authority (MSHDA)                        | Public Housing Authority                    |
| Detroit Wayne Mental Health Authority                                       | Mental & Behavioral Health Care System      |
| Michigan Department of Corrections (MDOC)                                   | Corrections & Reentry System                |
| Michigan Department of Health & Human Services (MDHHS)                      | Public Benefits System                      |
| Michigan Talent Investment Agency - Workforce Development Agency            | Public Workforce & Employment System        |
| Michigan Homelessness Policy Advisory Team (HPAT)                           | Housing & Homelessness Service System       |
| United Community Housing Coalition (UCHC)                                   | Housing Provider                            |
| United Way of Southeastern Michigan                                         | Financial Capability Services & Basic Needs |
| Financial Empowerment Centers, Department of Neighborhoods, City of Detroit | Financial Capability Services               |

**5. Do any of the members of your team have lived experience of homelessness?** One team member experienced family homelessness as a young child while living in a large U.S. city. Given that lived experience is critical to provide meaningful leadership and guidance for this work, it is a priority to engage people with lived experience as Core Team members. This team is committed to dedicating time and resources to ensure meaningful engagement for informed decision-making.

**SECTION 2: Setting the Stage**

**6. Describe who is included in the target population in your community:** The homelessness response system uses a common assessment tool, the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT). Of the 1719 households (1290 single adults, 429 families) recommended for RRH (based on VI-SPDAT score) between September 1, 2017 and August 31 2018, only 12% of single adults and 35% of families ultimately received a referral. Of those scoring in the 4-7 range, 5% of singles adults (59 of 1103) and 15% of families (29 of 189) received a referral based on availability of the resource. Given these statistics, our target population for the Pathways Forward work is households scoring in the 4-7 range who do not receive a referral to RRH.

**a. How does the size of the target population compare to the size of the overall population of people being assessed through the homeless service system?** The target population represents 46% of 2396 single adults, 36% of 524 families, and 44% of 2920 total unduplicated households assessed during this same time period.

**b. Describe the racial breakdown of people in the target population:** Black/African Americans make up 85.6% of single adults and 95.6% of families assessed in the Detroit CoC as compared to 79.1% of the city’s overall population. As shown in the table below (Detroit data from ACS), this overrepresentation is even greater among the target population and is particularly stark among families.

| Race & Ethnicity                 | Target Population |       |          |       | All People Assessed |       |          |       | City of Detroit |       |
|----------------------------------|-------------------|-------|----------|-------|---------------------|-------|----------|-------|-----------------|-------|
|                                  | Singles           |       | Families |       | Singles             |       | Families |       | All People      |       |
|                                  | #                 | %     | #        | %     | #                   | %     | #        | %     | #               | %     |
| All People                       | 1,103             |       | 189      |       | 2396                |       | 524      |       | 679,865         |       |
| <b>Race</b>                      |                   |       |          |       |                     |       |          |       |                 |       |
| White                            | 111               | 10.1% | 4        | 2.1%  | 285                 | 11.9% | 17       | 3.2%  | 95,875          | 14.1% |
| Black/African American           | 973               | 88.2% | 184      | 97.4% | 2077                | 86.7% | 501      | 95.6% | 537,931         | 79.1% |
| American Indian/Alaska Native    | 8                 | 0.7%  | 1        | 0.5%  | 14                  | 0.7%  | 3        | 0.6%  | 2,322           | 0.3%  |
| Asian                            | 4                 | 0.4%  | 0        | 0.0%  | 7                   | 0.3%  | 1        | 0.2%  | 10,185          | 1.5%  |
| Native Hawaiian/Pacific Islander | 4                 | 0.4%  | 0        | 0.0%  | 7                   | 0.3%  | 0        | 0.0%  | 107             | 0.0%  |
| Other/Multiracial                | 0                 | 0.0%  | 0        | 0.0%  | 1                   | 0.0%  | 0        | 0.0%  | 33,445          | 4.9%  |
| Client refused                   | 3                 | 0.3%  | 0        | 0.0%  | 5                   | 0.2%  | 2        | 0.4%  | n/a             | n/a   |
| <b>Ethnicity</b>                 |                   |       |          |       |                     |       |          |       |                 |       |
| Hispanic/Latino                  | 14                | 1.3%  | 4        | 2.1%  | 30                  | 1.3%  | 11       | 2.1%  | 51,685          | 7.6%  |
| Non Hispanic/Latino              | 1087              | 98.5% | 184      | 97.4% | 2362                | 98.6% | 511      | 97.5% | 628,180         | 92.4% |
| Client refused                   | 2                 | 0.2%  | 1        | 0.5%  | 4                   | 0.2%  | 2        | 0.4%  | n/a             | n/a   |

**c. Tell us about any other dimension or characteristics:** While average income in Detroit increased in 2016 and 2017, the poverty rate only slightly decreased and remains at 34.5%, the highest in the country for cities with a population greater than 100,000. Of those participating in the labor force in

Detroit, 18% are experiencing poverty. Furthermore, Detroit's labor force participation rate is lower than in comparison cities, which can be partly attributed to lower educational attainment rates. Only 13% of residents have a Bachelor's degree or higher, compared to 18%-50% in comparison cities. It is also estimated that 150,000 Detroit adults have a criminal record, which is 30% of the adult population.

**7. Tell us what you understand about the needs, interests, and barriers related to employment for people in the target population your community:** A report by the Workforce Intelligence Network of Southeast Michigan (WIN) on behalf of the McGregor Fund found that the most common barriers identified by jobseekers were transportation, housing, and childcare. These barriers are only exacerbated for those in our target population who face the stress, trauma, stigma, and instability of homelessness. Through the local coordinated entry system (CAM), an employment survey including 155 respondents from the target population showed that 65% were unemployed and 8% had never been employed. The average income was \$412, while the median income was \$0. Aligning with the WIN study, respondents indicated that their biggest barriers to employment were lack of reliable transportation and childcare. Yet, survey results indicated people experiencing homelessness want to work, with 73% of survey respondents having a goal to "get a job to support myself completely."

Additionally, the average foundational skills level for unemployed workers in Detroit is 6th grade, which leaves 200,000 Detroit adults in need of foundational skill improvement. Due to limited foundational skills and the high rate of jobs in Detroit requiring a high school diploma *plus* additional training or education, 63% of Detroiters who do work must commute outside of city limits. These jobs are difficult for Detroiters to access given the extremely high car insurance rates and the lack of a regional transit system. Detroiters face the most expensive auto insurance rates in the country, with an average annual premium of \$5,414 eating up 18% of household income (compared to 2-4% in peer cities).

**a. If your proposed systems change ideas target a specific sub-population be sure to tell us about any employment needs, interests, and/or barriers:** N/A

**b. Tell us what you understand about the needs, interests, and/or barriers to employment most common among/particular to homeless job seekers of color:** The barriers discussed above are compounded for homeless job seekers of color by systemic racism. In a city where 80% of the population is Black/African American, 58% of those working in jobs located in Detroit are White. Even if job seekers of color are able to reach jobs in the suburbs despite transportation issues, exclusionary practices prevent their hiring and disproportionately impact Detroit residents. For example, employers have rescinded job offers to Detroiters due to a 6 month wait period to receive high school diplomas through the Detroit Public Schools (the Mayor's Office of Workforce Development (MOWD) has since developed an online request process). Furthermore, inequities in the criminal justice system mean more people of color are sentenced for crimes, impacting their employability due to felony records.

### **SECTION 3: Enter Your Pathways Forward Ideas**

#### **8. Describe your proposed systems change ideas:**

**Build capacity:** The MOWD will champion this work by launching the effort and convening the Core Team. The banner of the Mayor's Office lends the leadership and convening power necessary to engage stakeholders and energize people and resources. A full-time CSH embedded staff will be in a neutral position able to navigate between both systems.

**Prioritize equity and lived-experience expertise:** We will prioritize equity by hiring a CSH staff who brings equity expertise and by securing additional funding for equity-focused levers. We will hire a consultant to provide racial equity training for our Core Team and help develop a racial equity lens for decision-making and data analysis. Funding will also be secured to compensate and support someone with lived experience on the Core Team and to convene focus groups of people with lived experience.

**Create norms and structure and promote ongoing learning:** A cross-system shared-understanding will be developed by creating shared definitions and cross-training on the relevant language, structures, processes and culture. We will determine meeting structure, process, roles, and responsibilities. We will also pursue continuous improvement through iteration and learning from research and other communities, specifically looking to peer communities that were part of the Connections Project.

**Data-sharing and information-gathering to inform decision-making:** We will collect, share, and analyze data to understand the scope of the need and inform solutions. Analyzing relevant past data will show how individuals have been served by both systems and help identify data collection needs. To better understand the specific needs, interests, and barriers of the target population, the existing employment survey implemented by CAM will be refined, and current workforce system redesign efforts underway will be leveraged to inform the survey. With this data, we will begin to identify overlap with who our systems are serving and needed interventions and improvements, with the eventual goal of creating a system that promotes data sharing and matching. Data collected and analyzed will be disaggregated by race and a racial equity lens will be applied in creating metrics and evaluating outcomes.

**Support culture shifts and implementation of best practices:** The data will allow us to make the case with providers, employers, and stakeholders that we should and can coordinate efforts to increase the economic security of this population. We will strive to change the mindset that people experiencing homelessness don't want to or are unable to work. One way we will do this is by cross-training between the homelessness and workforce systems. Providers will gain an understanding of each other's system and develop skills to better address needs around housing and employment.

**Increase access through cross-system referral process:** A coordinated referral process between the two systems will be piloted to increase access to services for the target population and serve as a model for potential scaling. The Team will use an equity-focused, data-driven approach to design and evaluate this process. Specifically, we recognize a need to address racial bias in assessments and in unconscious bias of assessors. This model may include colocation of services and access to client data across systems.



**Policy advocacy:** In order to sustain this work, we hope to influence greater alignment at the policy level to serve this population, and will use what we learn through the early stages of the work to advocate for systems change on the state and federal levels.

**a. Explain how your proposed ideas reflect systems change ideas:** This level of cross-systems collaboration is innovative in Detroit and will bring together diverse stakeholders who until recently have had little strategic connection. Our ideas build upon the momentum occurring within each system to develop a coordinated community response and align with the U.S. Interagency Council on Homelessness Home Together strategic action areas. Rather than try to create a siloed program and scale up, as we may have done in the past, we will undertake a rigorous process to understand the root causes and roles our systems play in poor outcomes for homeless jobseekers. With this understanding, we will implement our ideas to transform system goals, culture, structure, and practices to improve outcomes.

**b. Indicate which of the following levers you will engage:**

| <b>Systems Change Idea</b>                                                                                                                 | <b>Lever(s)</b>                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| <b>Capacity Building</b> (Mayor’s initiative, CSH staff embedded in Mayor’s office, shared leadership)                                     | <b>Leadership</b>                                                 |
| <b>Centering Equity</b> (engaging people with lived experience, racial equity training and lens)                                           | <b>(1) Training; (2) Culture/Norms/Values; (3) Knowledge/Data</b> |
| <b>Establishing Norms &amp; Structure</b> (clarify roles and responsibilities, develop mutual understanding)                               | <b>(1) Training; (2) Culture/Norms/Values; (3) Knowledge/Data</b> |
| <b>Data to inform decision-making</b> (survey and focus groups, intake questions, data sharing & matching, data analysis with equity lens) | <b>Knowledge/Data</b>                                             |
| <b>Shifting culture, mindset, and practices</b> (strategic communications, cross-training providers)                                       | <b>(1) Training; (2) Culture/Norms/Values; (3) Practices</b>      |
| <b>Cross-system referral process</b>                                                                                                       | <b>(1) Coordination; (2) Resource Allocations</b>                 |
| <b>Policy Advocacy</b>                                                                                                                     | <b>(1) Leadership; (2) Resource Allocations</b>                   |

**c. Explain why and how engaging these levers will increase employment and income for the target population:** By creating a structure of shared leadership under the banner of the Mayor’s Office, we will bring the needs of the target population to the forefront and build the political will to change at a systems level. On the homelessness side, employment has never been examined on a systems level and only a few programs work on an ad hoc basis to support clients in securing employment. On the workforce side, historically homeless job seekers were not able to access services until they resolved their homelessness and the intake process for job seekers was not developed in a way that allowed job

seekers to be open and honest about issues of homelessness. Data-sharing, information-gathering, and cross-training will help our systems understand the needs of the target population, critically examine current practices, and improve service delivery. Testing a coordinated referral process will build upon this to be able to effectively connect people to the most appropriate services.

**9. Tell us about any past or current efforts to increase employment for people experiencing homelessness in your community:** There have been limited successes to specifically increase employment for people experiencing homelessness. We recognized this as a key area of improvement and began collecting information by conducting the employment survey through CAM. Some providers have begun to integrate employment support into their Shelter and Rapid Re-Housing programs, but we recognize the need to coordinate further efforts across the homeless services and workforce systems.

There is strong collaborative systems work happening within each system that we will build upon with a focus on our target population. Over the past year and a half, the Mayor's Office of Workforce Development (MOWD) and Detroit Employment Solutions Corporation (DESC) led an intensive planning, analysis and stakeholder engagement effort to redesign Detroit's workforce development system with the ultimate goal of improving financial stability and reducing poverty across the City of Detroit. Over 125 organizations were engaged and feedback from job seekers, employers, service providers, community organizations and local leaders has shaped the current re-design of the system underway.

Similarly, the homeless response systems has transformed to prioritize and increase access to resources for the most vulnerable. In November 2017, the Detroit CoC transitioned from a call center-based coordinated entry system to an In-Person Access Point model. This model allows CAM staff to go directly to where clients are and spend time truly understanding their level of need. The CoC also began prioritizing housing resources for the most vulnerable by using best practices, such as a standardized assessment tool and a By-Name-List to better track the housing progress of chronically homeless people. It is a natural extension of this work for our systems to begin to partner together.

**a. If your community participated in the Connections Project, tell us how your ideas differ:** N/A

**10. Tell us how your proposed systems change ideas will work toward redressing existing racial inequities among people in the target population in your community:** Our systems change ideas are centered around racial equity, which is a growing edge for Detroit. We will begin by focusing on equity by hiring a staff person who brings expertise in this area, as well as securing additional funding for a consultant to help in this area. We will develop an equity lens that can be used in data analysis and decision-making by the Core Team. Our bold goals include a specific equity component so that we will evaluate our system and measure success by how and to what extent we are addressing racial inequity. We will prioritize understanding and addressing the needs, interests and barriers of people of color as well as report equity-related metrics and provide equity training to partners and providers.

**11. How did your project team support the meaningful inclusion of people with lived experience of homelessness in the development of the proposed ideas? How do you intend to authentically engage people with lived experience throughout the project period?** Over a six month period, we conducted a survey (modeled after employment questions used by the Houston coordinated entry system) with 401 households, including 155 households in the target population, who were entering the homelessness response system through coordinated entry. The results of this survey helped lead to initial conversations between our homelessness response and workforce systems, served as the impetus to pursue this effort, and informed our proposed ideas. We plan to refine this survey and continue to use it as a tool to obtain input from people in our target population.

We know that we need to do more to include people with lived experience and that we need guidance to do so. To ensure meaningful inclusion and avoid tokenism, we will provide compensation and professional development to a person with lived experience to join the Core Team. We want to provide the support that is needed and requested by someone in this role so they can fully engage in discussion and decision-making. Additionally, we will conduct paid focus groups to draw upon the expertise of people with lived experience.

**12. Tell us the specific goals your team will achieve over the two and a half year project period:**

**a. What is your bold goal related to increasing the number of people, relative to baseline, who achieve employment or increase income?** To date, the data systems being used among the homeless and workforce systems have improved, but remain insufficient for the level of cross-systems collaboration needed. Due to this, the first year of the project period will be utilized to chart actionable plans for the bold goals we have outlined below, and to establish shared benchmark data where it does not currently exist. The second year and a half of the project will be used to implement the plan developed during the first year and track progress accordingly. Understanding it is crucial to disaggregate data by race, each bold goal will include a particular focus on maintaining consistent rates of increase or decrease (depending on the goal) across racial groups. Please note that goals 4-5 are set to align with the homeless system's System Performance Measures which impacts the system as a whole, not a specific target population.

- 1. Formalize the relationship between the workforce system and the homeless response system.** The first step in achieving any of the goals outlined here is to lay the foundation for collaborative cross systems work. Throughout the first year and a half of the project period, we will develop a shared understanding of our systems and a common language through cross-training and data-sharing.
- 2. Improve data tracking, reporting, and sharing.** This project will have a key focus on improving data tracking, reporting, and sharing across the workforce and homeless systems. By the end of the project period, we will have more seamless data sharing across systems and will have developed a platform for real-time referrals across systems, specifically for the target population.
- 3. Decrease the length of time people experiencing homelessness are unemployed.** Over a 6 month period, 39% of households in the target population who were not currently working had been

unemployed for 12 months or more. We are proposing to decrease the rate of households within the target population in the “12 months or more” category by 20%.

4. **Decrease the length of time people remain literally homeless.** The Continuum of Care has set a goal to decrease length of time homeless by 10% and we propose to align with this goal.
5. **Decrease returns to homelessness.** In Detroit, returns to homelessness are most common within the first six months after leaving permanent housing; almost one quarter (24%) of households return to homelessness within 6 months. We are setting an aggressive goal to decrease the rate of returns to homelessness within six months from 24% to 15% over the two and half year project.

**b. What is your bold goal related to increasing the amount or percentage of income received among people in the target population?** Recognizing that individuals may need to achieve milestones, the goals below will track progress on several milestones as individuals gain work skills and experience and increase income over time.

1. **Increase earned income.** We are proposing to increase the rate of people who increase their earned income from 16% to 20% to align with the national average.
2. **Increase average total income (earned and non-employment) of target population.** The average monthly income for the target population is \$411. We are proposing to increase the average monthly income of households in the target population (within 6 months from assessment) by 10%.
3. **Increase hourly wage.** Improve by 10% from baseline, to be determined within the first year.
4. **Increase the number of hours worked.** Improve by 10% from baseline, to be determined within the first year.
5. **Increase number of people going from part time to full time work.** Improve by 10% from baseline, to be determined within the first year.

#### **SECTION 4: From Ideas to Realities**

**13. Explain why the core partners you’ve brought on board are the folks that should be at the table to help put your ideas into action:** The Core Team represents the system leadership and expertise essential to bridge the gaps between the homeless services and workforce systems and to engage specific levers as needed. Keeping the Core Team small and targeted while we are in the early stages of systems collaboration will allow the team to focus on intentionally building authentic partnership and mutual understanding. At the same time, we know that perspectives and expertise of a wide range of stakeholders are essential to success. For this reason, we have identified Key Partners the Core Team can convene for focused conversations. This group includes partners from within our two systems, but also partners from other systems that play a critical role in addressing the needs and barriers faced by homeless jobseekers. This structure will allow us to engage a range of stakeholders while remaining nimble enough to drive change.

**14. How will you develop and maintain shared accountability among these partners to help meet your goals? What is your plan for managing leadership and staff changes that could thwart forward progress?** The proposed Core Team structure facilitates shared accountability. The staff hired through

CSH and embedded in the Mayor’s office will have the convening power of the Mayor’s office to mobilize people and serve as a neutral party to engage the homelessness response and workforce systems. At the same time, we will have leadership from both systems with a high level of decision making authority and the ability to affect change. One of our first steps will be to create agreements among the Team Captains and Core Team to ensure there are clearly defined roles and responsibilities of partners, including designating a secondary representative who can step in in the event of absence or staff changes. The Core Team will establish processes for decision-making and meeting facilitation drawing upon best practices from other successful committees. For external accountability, our Core Team will provide regular reports to the CoC Board and the Mayor’s Workforce Development Board.

**15. What financial and/or in-kind resources will be dedicated to supporting your proposed ideas in addition to those awarded through the Pathways Forward Challenge?**

The following leveraged financial resources have been identified to support the work:

| <b>Financial Resources (Leveraged)</b> | <b>Organization</b>                                                                                           |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------|
| \$25,000                               | Mayor's Office of Workforce Development (MOWD)                                                                |
| \$33,900                               | Detroit Employment Solutions Corporation (DESC)                                                               |
| \$11,550                               | Housing & Revitalization Department, City of Detroit                                                          |
| \$43,650                               | Southwest Counseling Solutions (this is inclusive of staff assessing clients on housing and employment needs) |
| \$28,200                               | Corporation for Supportive Housing                                                                            |

In-kind resources include:

| <b>In-Kind Donations</b>    | <b>Organization</b>                                          |
|-----------------------------|--------------------------------------------------------------|
| Workforce/Labor Market Data | MOWD (with support from Corporation for a Skilled Workforce) |
| GIS mapping                 | Department of Innovation and Technology, City of Detroit     |
| Data Analysis and Expertise | University of Michigan Poverty Solutions                     |

The McGregor Fund has invited an application to support this effort and we will request a \$200,000, 2 year grant to support salary/fringe of one staff, stakeholder engagement (focus groups, etc.), and racial equity consulting among other items. Additionally, we plan to approach local funders with missions that align with the core of this work: Skillman Foundation (intergenerational poverty), Community Foundation of Southeastern Michigan (enhancing quality of life), United Way for Southeastern Michigan (workforce and basic needs, with a lens on eco-system building), Quicken Loans (veteran homelessness), Michigan Department of Health and Human Services.

**Section 5: Beyond the Written Word**

<https://vimeo.com/326916253> Password: pathwaysdetroit

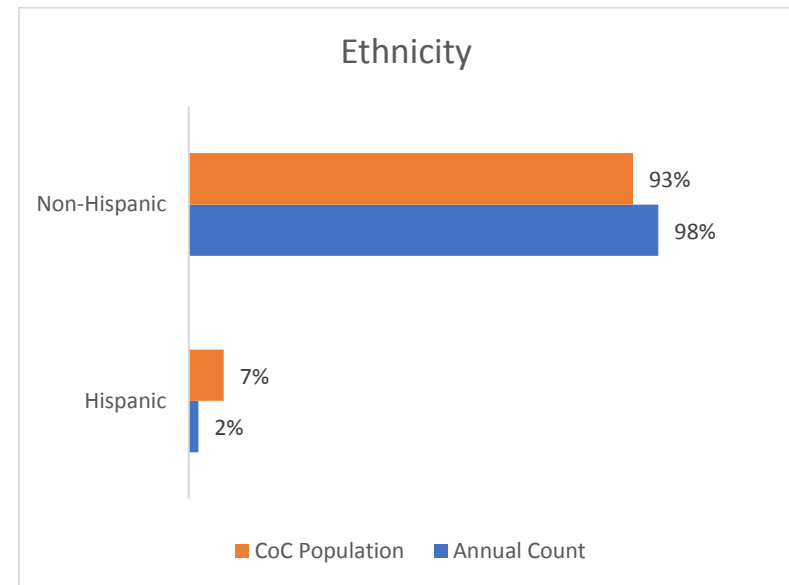
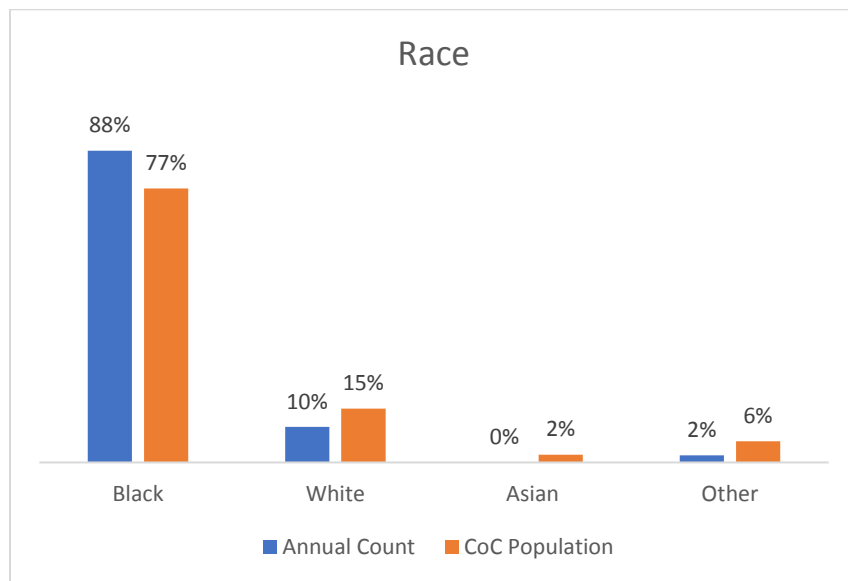
## 3B-3 Detroit CoC (MI-501) Racial Disparity Assessment

### Screen 4B – Required Attachment

#### Methodology

Annual data for the 2018 calendar year is presented to provide context on the racial and ethnic make-up of all persons documented as experiencing literal homelessness in the Detroit CoC. In response to section 3B-3 of the FY 2019 CoC Application, entry/exit data reflecting persons with an entry open at any time between 10/1/17 and 9/30/18 in the Detroit CoC HMIS was analyzed. Provider pages incorporated into the report had the MI-501 CoC code affiliated with their provider page and recorded entry/exit data on clients during this time frame. Elements used to filter this data included provider name (to split out analysis of data from persons initially engaging with the system at coordinated entry access points), the race, ethnicity, and discharge destination affiliated with these entries and exits. In 2019, HUD released the CoC Racial Equity Analysis Tool which provides homelessness and poverty data at the CoC and State level using 2017 data. The results for the MI-501 CoC are also included as part of this assessment. This assessment will be shared with the Detroit CoC Board and general membership on or before September 17, 2019 for recommendation of next steps.

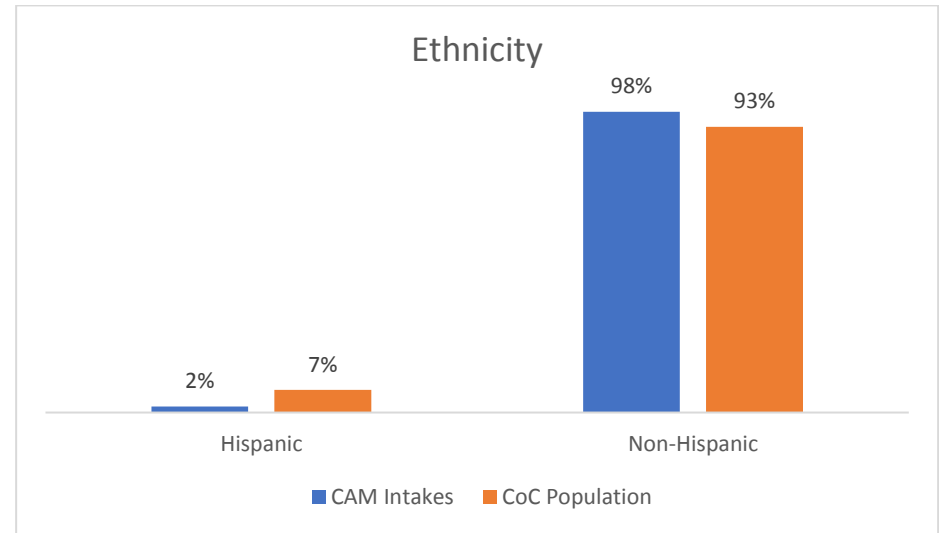
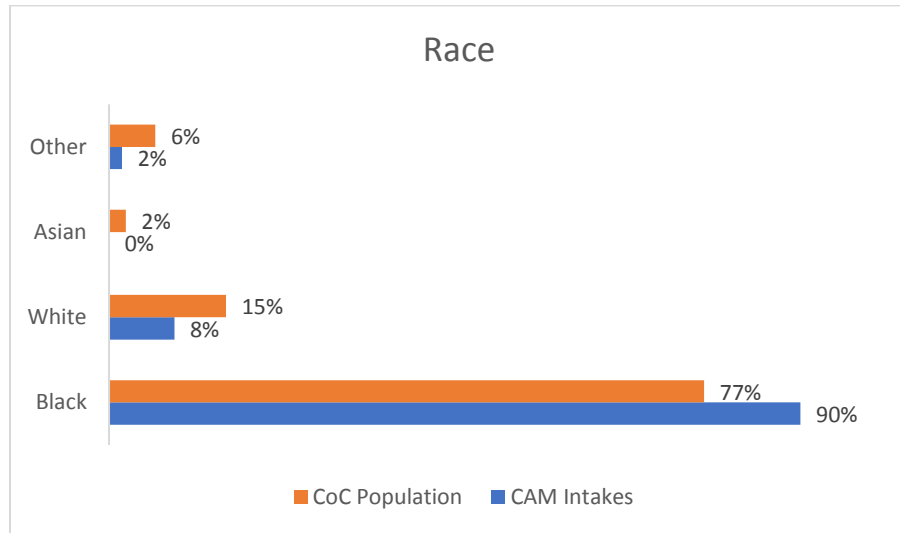
#### Annual Count Data



**Analysis** Despite making up 77% of the CoC population, Black persons experiencing homelessness account for 88% of those in the CoC’s annual count. Although 15% of the CoC’s population is White according to the US Census Bureau’s American Community Survey, this group makes up just 10% of the annual count of persons experiencing homelessness. A larger percentage of the CoC population identified as being Hispanic (7%) than persons experiencing homelessness (2%). A smaller percentage of the CoC population identified as being Non-Hispanic (93%) than in the annual count (98%).

## Receipt of Homeless Assistance

To assess gaps in the representation of persons connecting to coordinated entry for homeless assistance in comparison to the racial and ethnic makeup of the Detroit CoC, a comparison between population data estimated by the US Census Bureau was made to the data collected at intake.



### *Analysis*

A smaller percentage of persons identifying as White, Asian, any Other race, or ethnically as Hispanic receive homeless assistance through coordinated entry than those that reside in the Detroit CoC. A larger percentage of persons identifying racially as Black or African American, or ethnically as Non-Hispanic receive homeless assistance through coordinated entry than those that reside in the Detroit CoC. The gap between racial and ethnic balance in the CoC's population and at coordinated entry intake are statistically significant. See the next page for details. Note – the Detroit CoC includes the cities of Detroit, Hamtramck, and Highland Park, MI.

Observed Results – Race

|       | CAM Intakes | CoC Population | Total  |
|-------|-------------|----------------|--------|
| Black | 4204        | 551019         | 555223 |
| White | 397         | 108236         | 108633 |
| Asian | 0           | 15565          | 15565  |
| Other | 79          | 37959          | 38030  |
| Total | 4680        | 712779         | 717451 |

Expected Results- Race

|       | CAM Expected | CoC Expected | Total  |
|-------|--------------|--------------|--------|
| Black | 3622         | 551607       | 555229 |
| White | 709          | 107926       | 108634 |
| Asian | 102          | 15464        | 15565  |
| Other | 248          | 37782        | 38030  |
| Total | 4680         | 712779       | 717459 |

Chi-Squared – Race

|       | CAM Expected | CoC Expected | Total  |
|-------|--------------|--------------|--------|
| Black | 93.60        | 0.63         | 94.23  |
| White | 137.04       | 0.89         | 137.93 |
| Asian | 101.53       | 0.66         | 102.20 |
| Other | 115.23       | 0.83         | 116.06 |
| Total | 447.40       | 3.01         | 450.41 |

Race- Degrees of Freedom = 3  
 Sources:  
<https://mixpanel.com/topics/statistical-significance/>  
[https://en.wikipedia.org/wiki/Chi-squared\\_test](https://en.wikipedia.org/wiki/Chi-squared_test)  
<https://www.medcalc.org/manual/chi-square-table.php>  
[https://factfinder.census.gov/faces/nav/jsf/pages/community\\_facts.xhtml?src=bkmk](https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml?src=bkmk)

Observed Results – Ethnicity

|              | CAM Intakes | CoC Population | Total  |
|--------------|-------------|----------------|--------|
| Hispanic     | 92          | 52121          | 52213  |
| Non-Hispanic | 4565        | 660658         | 665223 |
| Other        | 23          | 0              | 23     |
| Total        | 4680        | 712779         | 717459 |

Expected Results- Ethnicity

|              | CAM Expected | CoC Expected | Total  |
|--------------|--------------|--------------|--------|
| Hispanic     | 341          | 51872        | 52213  |
| Non-Hispanic | 4339         | 660884       | 665223 |
| Other        | 0            | 23           | 23     |
| Total        | 4680         | 712779       | 717459 |

Chi-Squared – Ethnicity

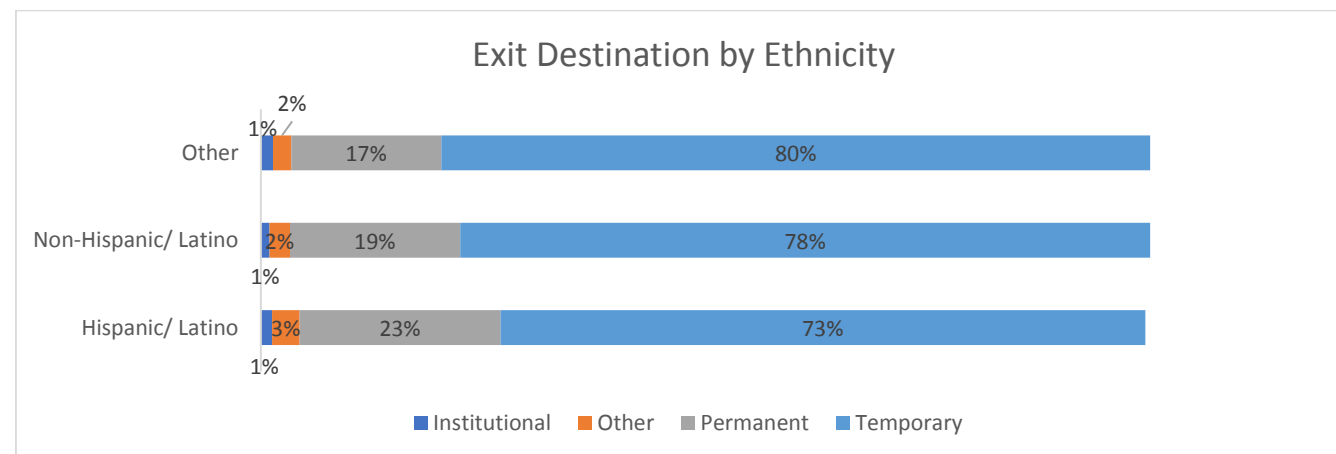
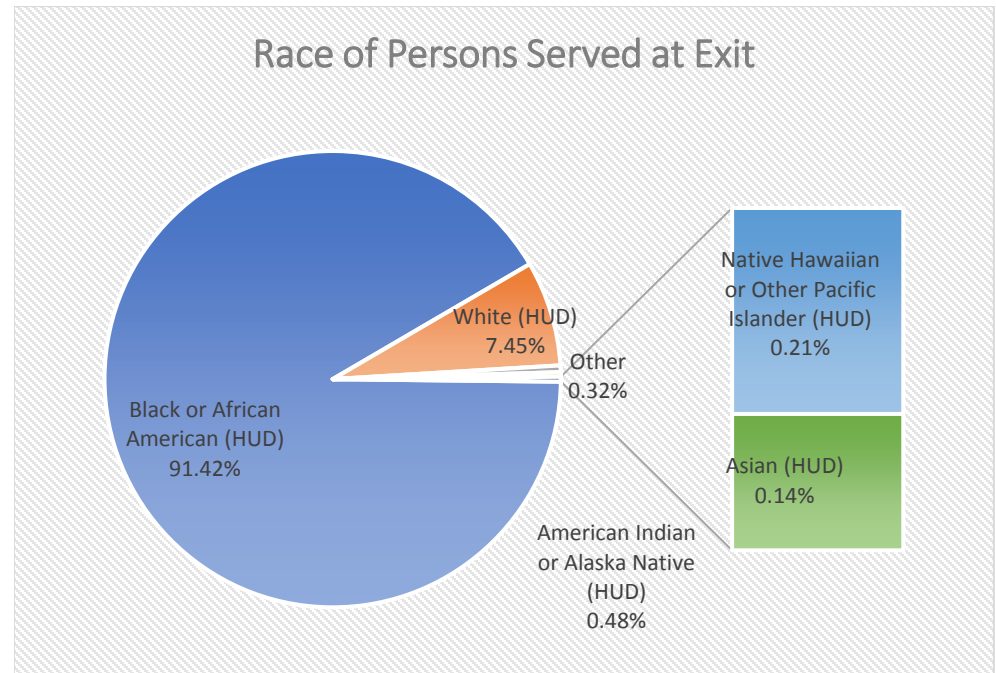
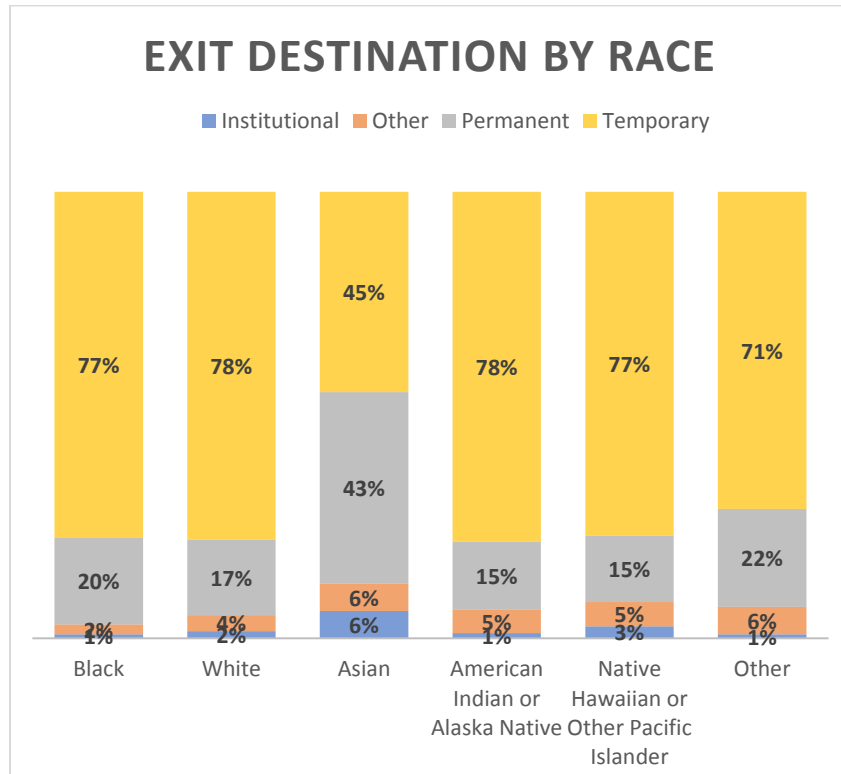
|              | CAM Expected | CoC Expected | Total   |
|--------------|--------------|--------------|---------|
| Hispanic     | 181.44       | 1.19         | 182.63  |
| Non-Hispanic | 11.74        | 0.08         | 11.82   |
| Other        | 3480.12      | 22.85        | 3502.97 |
| Total        | 3673.30      | 24.12        | 3697.42 |

Ethnicity- Degrees of Freedom = 2  
 Sources:  
<https://mixpanel.com/topics/statistical-significance/>  
[https://en.wikipedia.org/wiki/Chi-squared\\_test](https://en.wikipedia.org/wiki/Chi-squared_test)  
<https://www.medcalc.org/manual/chi-square-table.php>  
[https://factfinder.census.gov/faces/nav/jsf/pages/community\\_facts.xhtml?src=bkmk](https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml?src=bkmk)



## Outcomes of Homeless Assistance

To assess gaps in the outcomes of homeless service provided across all projects in the Detroit CoC, discharge destinations for all persons were compared by race and ethnicity. HUD's APR categorization of exit destinations as institutional, other, permanent, and temporary were used to analyze outcomes at program exit.



*Analysis:* Despite making up the smallest percentage of those served by homeless assistance programs in the CoC, persons identifying racially as Asian have the most positive outcomes at exit. Those identifying as American Indian/ Alaskan Native or Native Hawaiian/ Other Pacific Islander had the lowest percentage of positive outcomes at exit. The positive outcome gaps between racial groups are statistically significant. See the next page for details.

Although slight differences were observed between the positive outcomes of people with different ethnic identities, a chi squared test revealed the gap was not statistically significant. See the next page for details.

Observed Results – Race

|                                           | Institutional | Other | Permanent | Temporary | Total |
|-------------------------------------------|---------------|-------|-----------|-----------|-------|
| Black                                     | 302           | 714   | 6416      | 25470     | 32902 |
| White                                     | 43            | 96    | 454       | 2088      | 2681  |
| Asian                                     | 3             | 3     | 21        | 22        | 49    |
| American Indian or Alaska Native          | 2             | 9     | 26        | 134       | 171   |
| Native Hawaiian or Other Pacific Islander | 2             | 4     | 11        | 57        | 74    |
| Other                                     | 1             | 7     | 25        | 81        | 114   |
| Total                                     | 353           | 833   | 6953      | 27852     | 35991 |

Chi-Squared – Race

|                                           | Institutional | Other | Permanent | Temporary | Total  |
|-------------------------------------------|---------------|-------|-----------|-----------|--------|
| Black                                     | 1.33          | 2.96  | 0.56      | 0.00      | 4.86   |
| White                                     | 10.61         | 18.57 | 7.89      | 0.09      | 37.16  |
| Asian                                     | 13.21         | 3.07  | 14.05     | 6.68      | 37.01  |
| American Indian or Alaska Native          | 0.06          | 6.42  | 1.50      | 0.02      | 8.01   |
| Native Hawaiian or Other Pacific Islander | 2.24          | 3.05  | 0.76      | 0.00      | 6.05   |
| Other                                     | 0.01          | 7.21  | 0.40      | 0.59      | 8.22   |
| Total                                     | 27.46         | 41.30 | 25.17     | 7.38      | 101.31 |

Chi Squared – Ethnicity

|              | Institutional | Other | Permanent | Temporary | Total |
|--------------|---------------|-------|-----------|-----------|-------|
| Hispanic     | 0.51          | 1.51  | 3.25      | 1.42      | 6.69  |
| Non-Hispanic | 0.01          | 0.02  | 0.03      | 0.02      | 0.08  |
| Other        | 0.23          | 0.04  | 0.63      | 0.14      | 1.04  |
| Total        | 0.52          | 1.57  | 3.91      | 1.58      | 7.58  |

Expected Results- Race

|                                           | Institutional | Other | Permanent | Temporary | Total |
|-------------------------------------------|---------------|-------|-----------|-----------|-------|
| Black                                     | 323           | 762   | 6356      | 25462     | 32902 |
| White                                     | 26            | 62    | 518       | 2075      | 2681  |
| Asian                                     | 0             | 1     | 9         | 38        | 49    |
| American Indian or Alaska Native          | 2             | 4     | 33        | 132       | 171   |
| Native Hawaiian or Other Pacific Islander | 1             | 2     | 14        | 57        | 74    |
| Other                                     | 1             | 3     | 22        | 88        | 114   |
| Total                                     | 353           | 833   | 6953      | 27852     | 35991 |

Expected Results- Ethnicity

|              | Institutional | Other | Permanent | Temporary | Total |
|--------------|---------------|-------|-----------|-----------|-------|
| Hispanic     | 7             | 17    | 124       | 398       | 546   |
| Non-Hispanic | 344           | 813   | 6805      | 27337     | 35299 |
| Other        | 2             | 3     | 24        | 117       | 146   |
| Total        | 353           | 833   | 6953      | 27852     | 35991 |

Observed Results – Ethnicity

|              | Institutional | Other | Permanent | Temporary | Total |
|--------------|---------------|-------|-----------|-----------|-------|
| Hispanic     | 5             | 13    | 105       | 423       | 546   |
| Non-Hispanic | 346           | 817   | 6819      | 27316     | 35299 |
| Other        | 1             | 3     | 28        | 113       | 146   |
| Total        | 353           | 833   | 6953      | 27852     | 35991 |

Race- Degrees of Freedom = 15  
 Ethnicity Degrees of Freedom = 6

Sources:

- <https://mixpanel.com/topics/statistical-significance/>
- [https://en.wikipedia.org/wiki/Chi-squared\\_test](https://en.wikipedia.org/wiki/Chi-squared_test)
- <https://www.medcalc.org/manual/chi-square-table.php>

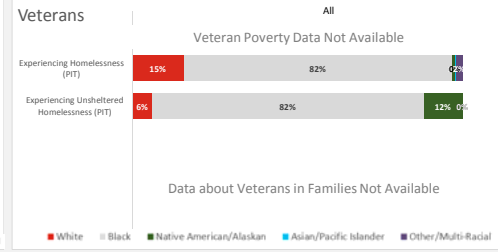
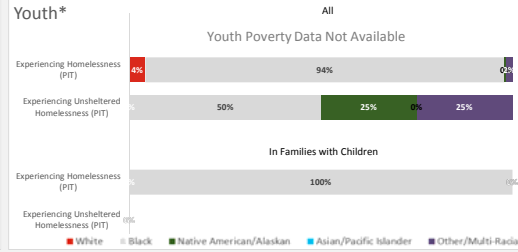
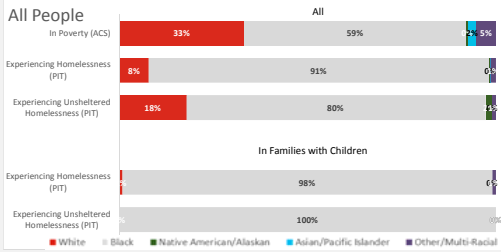
# CoC Racial Equity Analysis Tool

Homelessness and poverty counts at the CoC and State level

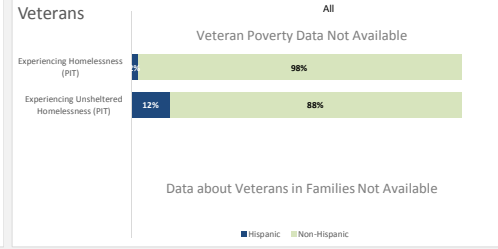
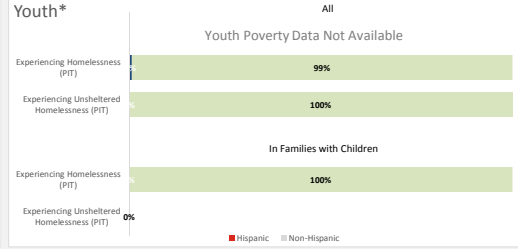
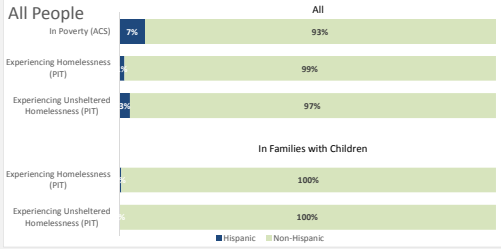
Select your CoC

MI-501 Detroit CoC

## Distribution of Race



## Distribution of Ethnicity



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

## CoC Data

| Race and Ethnicity      | All (ACS) <sup>1</sup> |     | In Poverty (ACS) <sup>1</sup> |     |                |     | Experiencing Homelessness (PIT) <sup>2</sup> |     |                      |            | Experiencing Sheltered Homelessness (PIT) <sup>2</sup> |              |                      |     | Experiencing Unsheltered Homelessness (PIT) <sup>2</sup> |             |                      |      |                           |      |  |
|-------------------------|------------------------|-----|-------------------------------|-----|----------------|-----|----------------------------------------------|-----|----------------------|------------|--------------------------------------------------------|--------------|----------------------|-----|----------------------------------------------------------|-------------|----------------------|------|---------------------------|------|--|
|                         | 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 |      |  |
|                         | #                      | %   | #                             | %   | #              | %   | #                                            | %   | #                    | %          | #                                                      | %            | #                    | %   | #                                                        | %           | #                    | %    | #                         | %    |  |
| <b>All People</b>       | <b>690,074</b>         |     | <b>545,215</b>                |     | <b>273,720</b> |     | <b>215,174</b>                               |     | <b>2,078</b>         | <b>535</b> |                                                        | <b>1,858</b> | <b>530</b>           |     | <b>220</b>                                               | <b>5</b>    |                      |      |                           |      |  |
| <b>Race</b>             |                        |     |                               |     |                |     |                                              |     |                      |            |                                                        |              |                      |     |                                                          |             |                      |      |                           |      |  |
| White                   | 92,590                 | 13% | 65,228                        | 12% | 90,593         | 33% | 71,216                                       | 33% | 160                  | 8%         | 4                                                      | 1%           | 121                  | 7%  | 4                                                        | 1%          | 39                   | 18%  | 0                         | 0%   |  |
| Black                   | 552,875                | 80% | 443,334                       | 81% | 161,791        | 59% | 127,185                                      | 59% | 1,882                | 91%        | 526                                                    | 98%          | 1,707                | 92% | 521                                                      | 98%         | 175                  | 80%  | 5                         | 100% |  |
| Native American/Alaskan | 2,288                  | 0%  | 1,907                         | 0%  | 1,129          | 0%  | 887                                          | 0%  | 5                    | 0%         | 0                                                      | 0%           | 1                    | 0%  | 0                                                        | 0%          | 4                    | 2%   | 0                         | 0%   |  |
| Asian/Pacific Islander  | 8,788                  | 1%  | 6,861                         | 1%  | 5,970          | 2%  | 4,680                                        | 2%  | 2                    | 0%         | 0                                                      | 0%           | 2                    | 0%  | 0                                                        | 0%          | 0                    | 0%   | 0                         | 0%   |  |
| Other/Multi-Racial      | 33,533                 | 5%  | 27,795                        | 5%  | 14,238         | 5%  | 11,206                                       | 5%  | 29                   | 1%         | 5                                                      | 1%           | 27                   | 1%  | 5                                                        | 1%          | 2                    | 1%   | 0                         | 0%   |  |
| <b>Ethnicity</b>        |                        |     |                               |     |                |     |                                              |     |                      |            |                                                        |              |                      |     |                                                          |             |                      |      |                           |      |  |
| Hispanic                | 52,996                 | 8%  | 47,315                        | 9%  | 18,537         | 7%  | 14,572                                       | 7%  | 26                   | 1%         | 2                                                      | 0%           | 20                   | 1%  | 2                                                        | 0%          | 6                    | 3%   | 0                         | 0%   |  |
| Non-Hispanic            | 637,078                | 92% | 497,900                       | 91% | 255,183        | 93% | 200,602                                      | 93% | 2,052                | 99%        | 533                                                    | 100%         | 1,838                | 99% | 528                                                      | 100%        | 214                  | 97%  | 5                         | 100% |  |
| <b>Youth &lt;25</b>     | <b>255,686</b>         |     | <b>NOT AVAILABLE</b>          |     |                |     | <b>195</b>                                   |     | <b>61</b>            |            | <b>191</b>                                             |              | <b>61</b>            |     | <b>4</b>                                                 |             |                      |      |                           |      |  |
| <b>Race</b>             |                        |     |                               |     |                |     |                                              |     |                      |            |                                                        |              |                      |     |                                                          |             |                      |      |                           |      |  |
| White                   | 120,644                | 47% | --                            | --  | --             | --  | --                                           | --  | 8                    | 4%         | 0                                                      | 0%           | 8                    | 4%  | 0                                                        | 0%          | 0                    | 0%   | 0                         | 0%   |  |
| Black                   | 110,646                | 43% | --                            | --  | --             | --  | --                                           | --  | 183                  | 94%        | 61                                                     | 100%         | 181                  | 95% | 61                                                       | 100%        | 2                    | 50%  | 0                         | 0%   |  |
| Native American/Alaskan | 778                    | 0%  | --                            | --  | --             | --  | --                                           | --  | 1                    | 1%         | 0                                                      | 0%           | 0                    | 0%  | 0                                                        | 0%          | 1                    | 25%  | 0                         | 0%   |  |
| Asian/Pacific Islander  | 7,850                  | 3%  | --                            | --  | --             | --  | --                                           | --  | 0                    | 0%         | 0                                                      | 0%           | 0                    | 0%  | 0                                                        | 0%          | 0                    | 0%   | 0                         | 0%   |  |
| Other/Multi-Racial      | 15,767                 | 6%  | --                            | --  | --             | --  | --                                           | --  | 3                    | 2%         | 0                                                      | 0%           | 2                    | 1%  | 0                                                        | 0%          | 1                    | 25%  | 0                         | 0%   |  |
| <b>Ethnicity</b>        |                        |     |                               |     |                |     |                                              |     |                      |            |                                                        |              |                      |     |                                                          |             |                      |      |                           |      |  |
| Hispanic                | 20,107                 | 8%  | --                            | --  | --             | --  | --                                           | --  | 1                    | 1%         | 0                                                      | 0%           | 1                    | 1%  | 0                                                        | 0%          | 0                    | 0%   | 0                         | 0%   |  |
| Non-Hispanic            | 235,579                | 92% | --                            | --  | --             | --  | --                                           | --  | 194                  | 99%        | 61                                                     | 100%         | 190                  | 99% | 61                                                       | 100%        | 4                    | 100% | 0                         | 0%   |  |
| <b>Veterans</b>         | <b>62,635</b>          |     | <b>NOT AVAILABLE</b>          |     |                |     | <b>337</b>                                   |     | <b>NOT AVAILABLE</b> |            | <b>320</b>                                             |              | <b>NOT AVAILABLE</b> |     | <b>17</b>                                                | <b>100%</b> | <b>NOT AVAILABLE</b> |      |                           |      |  |
| <b>Race</b>             |                        |     |                               |     |                |     |                                              |     |                      |            |                                                        |              |                      |     |                                                          |             |                      |      |                           |      |  |
| White                   | 37,859                 | 60% | --                            | --  | --             | --  | --                                           | --  | 52                   | 15%        | --                                                     | --           | 51                   | 16% | --                                                       | --          | 1                    | 6%   | --                        | --   |  |
| Black                   | 22,479                 | 36% | --                            | --  | --             | --  | --                                           | --  | 275                  | 82%        | --                                                     | --           | 261                  | 82% | --                                                       | --          | 14                   | 82%  | --                        | --   |  |
| Native American/Alaskan | 0                      | 0%  | --                            | --  | --             | --  | --                                           | --  | 2                    | 1%         | --                                                     | --           | 0                    | 0%  | --                                                       | --          | 2                    | 12%  | --                        | --   |  |
| Asian/Pacific Islander  | 0                      | 0%  | --                            | --  | --             | --  | --                                           | --  | 1                    | 0%         | --                                                     | --           | 1                    | 0%  | --                                                       | --          | 0                    | 0%   | --                        | --   |  |
| Other/Multi-Racial      | 2,297                  | 4%  | --                            | --  | --             | --  | --                                           | --  | 7                    | 2%         | --                                                     | --           | 7                    | 2%  | --                                                       | --          | 0                    | 0%   | --                        | --   |  |
| <b>Ethnicity</b>        |                        |     |                               |     |                |     |                                              |     |                      |            |                                                        |              |                      |     |                                                          |             |                      |      |                           |      |  |
| Hispanic                | 1,711                  | 3%  | --                            | --  | --             | --  | --                                           | --  | 6                    | 2%         | --                                                     | --           | 4                    | 1%  | --                                                       | --          | 2                    | 12%  | --                        | --   |  |
| Non-Hispanic            | 60,924                 | 97% | --                            | --  | --             | --  | --                                           | --  | 331                  | 98%        | --                                                     | --           | 316                  | 99% | --                                                       | --          | 15                   | 88%  | --                        | --   |  |

Sources:

<sup>1</sup> 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.

<sup>2</sup> Point-In-Time (PIT) 2017 data

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

## State Data

| Race and Ethnicity      | All (ACS) <sup>1</sup> |     | In Poverty (ACS) <sup>1</sup> |     |                  |     | Experiencing Homelessness (PIT) <sup>2</sup> |     |                      |     |                           |     |            |
|-------------------------|------------------------|-----|-------------------------------|-----|------------------|-----|----------------------------------------------|-----|----------------------|-----|---------------------------|-----|------------|
|                         | All                    |     | In Families with Children     |     | All              |     | In Families with Children                    |     | All                  |     | In Families with Children |     |            |
|                         | #                      | %   | #                             | %   | #                | %   | #                                            | %   | #                    | %   | #                         | %   |            |
| <b>All People</b>       | <b>9,900,571</b>       |     | <b>7,992,376</b>              |     | <b>1,616,870</b> |     | <b>1,152,830</b>                             |     | <b>9,051</b>         |     | <b>3,423</b>              |     |            |
| <b>Race</b>             |                        |     |                               |     |                  |     |                                              |     |                      |     |                           |     |            |
| White                   | 7,823,875              | 79% | 6,320,645                     | 79% | 1,003,986        | 62% | 671,793                                      | 58% | 3,826                | 42% | 1,220                     | 36% |            |
| Black                   | 1,381,388              | 14% | 1,077,560                     | 13% | 459,716          | 28% | 359,312                                      | 31% | 4,693                | 52% | 1,941                     | 57% |            |
| Native American/Alaskan | 53,951                 | 1%  | 43,180                        | 1%  | 12,664           | 1%  | 9,233                                        | 1%  | 112                  | 1%  | 40                        | 1%  |            |
| Asian/Pacific Islander  | 268,766                | 3%  | 227,140                       | 3%  | 37,974           | 2%  | 25,024                                       | 2%  | 27                   | 0%  | 9                         | 0%  |            |
| Other/Multi-Racial      | 372,591                | 4%  | 323,851                       | 4%  | 102,530          | 6%  | 87,468                                       | 8%  | 393                  | 4%  | 213                       | 6%  |            |
| <b>Ethnicity</b>        |                        |     |                               |     |                  |     |                                              |     |                      |     |                           |     |            |
| Hispanic                | 467,021                | 5%  | 407,895                       | 5%  | 123,640          | 8%  | 106,278                                      | 9%  | 497                  | 5%  | 292                       | 9%  |            |
| Non-Hispanic            | 9,433,550              | 95% | 7,584,481                     | 95% | 1,493,230        | 92% | 1,046,552                                    | 91% | 8,554                | 95% | 3,131                     | 91% |            |
| <b>Youth &lt;25</b>     | <b>3,247,906</b>       |     | <b>NOT AVAILABLE</b>          |     |                  |     | <b>790,134</b>                               |     | <b>NOT AVAILABLE</b> |     | <b>809</b>                |     | <b>201</b> |
| <b>Race</b>             |                        |     |                               |     |                  |     |                                              |     |                      |     |                           |     |            |
| White                   | 2,378,524              | 73% | --                            | --  | 456,709          | 58% | --                                           | --  | 317                  | 39% | 44                        | 22% |            |
| Black                   | 535,333                | 16% | --                            | --  | 238,643          | 30% | --                                           | --  | 438                  | 55% | 148                       | 74% |            |
| Native American/Alaskan | 19,679                 | 1%  | --                            | --  | 5,905            | 1%  | --                                           | --  | 10                   | 1%  | 1                         | 0%  |            |
| Asian/Pacific Islander  | 98,692                 | 3%  | --                            | --  | 20,051           | 3%  | --                                           | --  | 2                    | 0%  | 0                         | 0%  |            |
| Other/Multi-Racial      | 215,678                | 7%  | --                            | --  | 68,826           | 9%  | --                                           | --  | 38                   | 5%  | 8                         | 4%  |            |
| <b>Ethnicity</b>        |                        |     |                               |     |                  |     |                                              |     |                      |     |                           |     |            |
| Hispanic                | 236,561                | 7%  | --                            | --  | 76,636           | 10% | --                                           | --  | 54                   | 7%  | 14                        | 7%  |            |
| Non-Hispanic            | 3,011,345              | 93% | --                            | --  | 713,498          | 90% | --                                           | --  | 755                  | 93% | 187                       | 93% |            |
| <b>Veterans</b>         | <b>626,722</b>         |     | <b>NOT AVAILABLE</b>          |     |                  |     | <b>773</b>                                   |     | <b>NOT AVAILABLE</b> |     | <b>NOT AVAILABLE</b>      |     |            |
| <b>Race</b>             |                        |     |                               |     |                  |     |                                              |     |                      |     |                           |     |            |
| White                   | 545,073                | 87% | --                            | --  | --               | --  | --                                           | --  | 298                  | 39% | --                        | --  |            |
| Black                   | 65,712                 | 10% | --                            | --  | --               | --  | --                                           | --  | 438                  | 57% | --                        | --  |            |
| Native American/Alaskan | 3,579                  | 1%  | --                            | --  | --               | --  | --                                           | --  | 10                   | 1%  | --                        | --  |            |
| Asian/Pacific Islander  | 1,995                  | 0%  | --                            | --  | --               | --  | --                                           | --  | 1                    | 0%  | --                        | --  |            |
| Other/Multi-Racial      | 10,363                 | 2%  | --                            | --  | --               | --  | --                                           | --  | 26                   | 3%  | --                        | --  |            |
| <b>Ethnicity</b>        |                        |     |                               |     |                  |     |                                              |     |                      |     |                           |     |            |
| Hispanic                | 11,826                 | 2%  | --                            | --  | --               | --  | --                                           | --  | 24                   | 3%  | --                        | --  |            |
| Non-Hispanic            | 614,896                | 98% | --                            | --  | --               | --  | --                                           | --  | 749                  | 97% | --                        | --  |            |