

Before Starting the CoC Application

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

The Collaborative Applicant is responsible for:

- Reviewing the FY 2016 CoC Program Competition NOFA in its entirety for specific application and program requirements.

- Using the CoC Application Detailed Instructions while completing the application in e-snaps.

- Answering all questions in the CoC application. It is the responsibility of the Collaborative Applicant to ensure that all imported and new responses in all parts of the application are fully reviewed and completed. When doing this keep in mind:

- This year, CoCs will see that a few responses have been imported from the FY 2015 CoC Application.

- For some of the questions HUD has provided documents to assist Collaborative Applicants in completing responses.

- For other questions, the Collaborative Applicant must be aware of responses provided by project applications in their Project Applications.

- Some questions require the Collaborative Applicant to attach a document to receive credit. This will be identified in the question.

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

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

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: MA-505 - New Bedford CoC

1A-2. Collaborative Applicant Name: City of New Bedford

1A-3. CoC Designation: CA

1A-4. HMIS Lead: City of New Bedford

1B. Continuum of Care (CoC) Engagement

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1B-1. From the list below, select those organizations and persons that participate in CoC meetings. Then select "Yes" or "No" to indicate if CoC meeting participants are voting members or if they sit on the CoC Board. Only select "Not Applicable" if the organization or person does not exist in the CoC's geographic area.

Organization/Person Categories	Participates in CoC Meetings	Votes, including electing CoC Board	Sits on CoC Board
Local Government Staff/Officials	Yes	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
Law Enforcement	Yes	Yes	No
Local Jail(s)	Yes	Yes	No
Hospital(s)	Yes	Yes	No
EMT/Crisis Response Team(s)	No	No	Not Applicable
Mental Health Service Organizations	Yes	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes	Yes
Affordable Housing Developer(s)	Yes	Yes	No
Public Housing Authorities	Yes	Yes	No
CoC Funded Youth Homeless Organizations	Not Applicable	No	Not Applicable
Non-CoC Funded Youth Homeless Organizations	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	Yes	Yes
Street Outreach Team(s)	Yes	Yes	Yes
Youth advocates	Yes	Yes	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
Legal Services	Yes	Yes	No
Community Health Services	Yes	Yes	No
Veteran's Services	Yes	Yes	Yes

1B-1a. Describe in detail how the CoC solicits and considers the full range of opinions from individuals or organizations with knowledge of homelessness or an interest in preventing and ending homelessness in the geographic area. Please provide two examples of organizations or individuals from the list in 1B-1 to answer this question.

The New Bedford CoC membership includes broad representation from individuals and organizations that have experience and knowledge in homeless and housing programs designed to prevent and end homelessness, relying on their practical and professional knowledge in utilizing best practices. One example is CoC member Catholic Social Services that effectively guides the CoC with triage efforts in leading its outreach efforts in encampments to ensure rapid housing for the hardest to house. Another is Veterans Transition House who leads the effort to end veteran's homelessness in the New Bedford CoC by providing permanent housing and extensive veteran'r resources.

1B-1b. List Runaway and Homeless Youth (RHY)-funded and other youth homeless assistance providers (CoC Program and non-CoC Program funded) who operate within the CoC's geographic area. Then select "Yes" or "No" to indicate if each provider is a voting member or sits on the CoC Board.

Youth Service Provider (up to 10)	RHY Funded?	Participated as a Voting Member in at least two CoC Meetings between July 1, 2015 and June 20, 2016.	Sat on CoC Board as active member or official at any point between July 1, 2015 and June 20, 2016.
Catholic Social Services	No	Yes	Yes

1B-1c. List the victim service providers (CoC Program and non-CoC Program funded) who operate within the CoC's geographic area. Then select "Yes" or "No" to indicate if each provider is a voting member or sits on the CoC Board.

	Participated as a Voting Member in at least two CoC Meetings between	Sat on CoC Board as active member or official at any point between July 1, 2015
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Victim Service Provider for Survivors of Domestic Violence (up to 10)	July 1, 2015 and June 30, 2016	and June 30, 2016.
New Bedford Women's Shelter	Yes	Yes
New Bedford Police Dept Domestic Violence Unit	No	No

1B-2. Explain how the CoC is open to proposals from entities that have not previously received funds in prior CoC Program competitions, even if the CoC is not applying for new projects in 2016. (limit 1000 characters)

As part of its outreach into the community, the CoC's administrative agent (City) publicly posted an RFP both online and through its extensive listserve soliciting applications for new, renewal and reallocation projects to serve the Continuum's goals of ending homelessness through Housing First interventions. Non-profits from across the Continuum were provided with both a detailed RFP as well as actual applications for projects. Technical assistance was welcomed as part of the overall outreach into the community and notice was given through emails and at public meetings even prior to the release of the NOFA that such an opportunity would be available to all.

1B-3. How often does the CoC invite new members to join the CoC through a publicly available invitation? Quarterly

1C. Continuum of Care (CoC) Coordination

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1C-1. Does the CoC coordinate with Federal, State, Local, private and other entities serving homeless individuals and families and those at risk of homelessness in the planning, operation and funding of projects? Only select "Not Applicable" if the funding source does not exist within the CoC's geographic area.

Funding or Program Source	Coordinates with Planning, Operation and Funding of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Yes
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	Not Applicable
Head Start Program	Yes
Housing and service programs funded through Federal, State and local government resources.	Yes

1C-2. The McKinney-Vento Act, requires CoC's to participate in the Consolidated Plan(s) (Con Plan(s)) for the geographic area served by the CoC. The CoC Program Interim rule at 24 CFR 578.7 (c) (4) requires the CoC to provide information required to complete the Con Plan(s) within the CoC's geographic area, and 24 CFR 91.100(a)(2)(i) and 24 CFR 91.110 (b)(2) requires the State and local Con Plan jurisdiction(s) consult with the CoC. The following chart asks for the information about CoC and Con Plan jurisdiction coordination, as well as CoC and ESG recipient coordination.

CoCs can use the CoCs and Consolidated Plan Jurisdiction Crosswalk to assist in answering this question.

	Number
Number of Con Plan jurisdictions with whom the CoC geography overlaps	1
How many Con Plan jurisdictions did the CoC participate with in their Con Plan development process?	1
How many Con Plan jurisdictions did the CoC provide with Con Plan jurisdiction level PIT data?	1
How many of the Con Plan jurisdictions are also ESG recipients?	1
How many ESG recipients did the CoC participate with to make ESG funding decisions?	1
How many ESG recipients did the CoC consult with in the development of ESG performance standards and evaluation process for ESG funded activities?	1

1C-2a. Based on the responses provided in 1C-2, describe in greater detail how the CoC participates with the Consolidated Plan jurisdiction(s) located in the CoC's geographic area and include the frequency and type of interactions between the CoC and the Consolidated Plan jurisdiction(s). (limit 1000 characters)

The lead agency of the local CoC is the city Dept of Planning, Housing & Community Development [DPHCD], the city department responsible for developing/implementing the Consolidated Plan. Not only is the agency working with the CoC the same as that which is responsible for the ConPlan's production, but the staff associated with both is also identical; as such coordination between the CoC and ConPlan is seamless. The HSPN is also an active member of the SoCo (3-CoC) initiative. Throughout the year DPHCD staff informs the membership of the CoC about critical housing, demographic and income data, goals and strategic priorities within the ConPlan as they relate to honing the CoC's approach to ensuring adequate housing and services. Similarly, fair housing is an integral part of the ConPlan and the HSPN's membership and Exec Committee each look to the information within that plan to help inform where systems are working and what changes may be needed on a semi-annual basis.

1C-2b. Based on the response in 1C-2, describe how the CoC is working with ESG recipients to determine local ESG funding decisions and how the CoC assists in the development of performance standards and evaluation of outcomes for ESG-funded activities. (limit 1000 characters)

After a series of public meetings where a detailed overview of the ESG program was presented, televised and broadcast multiple times through local cable access along with a separate public presentation to the CoC, the city issued an RFP for ESG proposals in January 2016. Scoring and ultimately the funding decisions of proposals meeting threshold requirements were based on a range of performance measures including consistency with CoC strategies, breadth of program goals and demonstrated agency capacity. Members of the CoC's Performance Review Committee [PRC] comprised of CoC members who do not have any financial stake or programming, provide program review and ranking recommendations for CoC and ESG funded activities based on performance standards and outcome thresholds [reviewed and adopted by the CoC] as part of the committee's responsibilities. ESG reviews are being conducted on a quarterly basis by the CoC's PRC.

1C-3. Describe how the CoC coordinates with victim service providers and non-victim service providers (CoC Program funded and non-CoC funded) to ensure that survivors of domestic violence are provided housing and services that provide and maintain safety and security. Responses must address how the service providers ensure and maintain the safety and security of participants and how client choice is upheld. (limit 1000 characters)

The New Bedford's Women's Center [WC] offers 24 hour accessible/secure

shelter, housing and services including counseling and referrals using a voluntary services approach to ensure client choice for victims of domestic violence. The WC is an active member of the CoC and is represented on the CoC Executive Committee providing the organization with an important voice in the leadership of the coC. The WC's shelter affords the greatest privacy and security for those in need of such shelter and safety with 24 hours staffing, locked door protocols and security cameras. The CoC provides a forum for the WC and all victim and non-victim service providers to present detailed information about domestic violence including training for all provider members to ensure as to the short/long term safety plans are developed/intact for those served. In addition, the City of New Bedford also provides CDBG funding to the NB Police Department to fund a domestic violence outreach coordinator.

1C-4. List each of the Public Housing Agencies (PHAs) within the CoC's geographic area. If there are more than 5 PHAs within the CoC's geographic area, list the 5 largest PHAs. For each PHA, provide the percentage of new admissions that were homeless at the time of admission between July 1, 2015 and June 30, 2016 and indicate whether the PHA has a homeless admissions preference in its Public Housing and/or Housing Choice Voucher (HCV) program.

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program from 7/1/15 to 6/30/16 who were homeless at entry	PHA has General or Limited Homeless Preference
New Bedford Public Housing Authority	65.00%	Yes-Public Housing

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

1C-5. Other than CoC, ESG, Housing Choice Voucher Programs and Public Housing, describe other subsidized or low-income housing opportunities that exist within the CoC that target persons experiencing homelessness. (limit 1000 characters)

Missionary Sisters of Charity provides up to 10 beds specifically for the hardest to house chronic females and young children and is a faith-based mission operating without benefit of any of the listed funding sources. The State of MA DHCD will give priority in funding to projects that provide affordable housing for homeless families or individuals that reserve at least 10% of the units in the project for homeless families or individuals earning less than 30% of area median income. New Bedford has had 3 recent projects utilize that incentive to create units for homeless in and families.

1C-6. Select the specific strategies implemented by the CoC to ensure that homelessness is not criminalized in the CoC's geographic area. Select all that apply.

Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
Engaged/educated law enforcement:	<input checked="" type="checkbox"/>
Implemented communitywide plans:	<input checked="" type="checkbox"/>
No strategies have been implemented	<input type="checkbox"/>
Other:(limit 1000 characters)	
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1D-1. Select the system(s) of care within the CoC's geographic area for which there is a discharge policy in place that is mandated by the State, the CoC, or another entity for the following institutions? Check all that apply.

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

1D-2. Select the system(s) of care within the CoC's geographic area with which the CoC actively coordinates with to ensure institutionalized persons that have resided in each system of care for longer than 90 days are not discharged into homelessness. Check all that apply.

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

1D-2a. If the applicant did not check all boxes in 1D-2, explain why there is no coordination with the institution(s) that were not selected and explain how the CoC plans to coordinate with the institution(s) to ensure persons

**discharged are not discharged into homelessness.
(limit 1000 characters)**

Not applicable. CoC coordinates with all institutions identified.

1E. Centralized or Coordinated Assessment (Coordinated Entry)

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

The CoC Program Interim Rule requires CoCs to establish a Centralized or Coordinated Assessment System which HUD refers to as the Coordinated Entry Process. Based on the recent Coordinated Entry Policy Brief, HUD's primary goals for the coordinated entry process are that assistance be allocated as effectively as possible and that it be easily accessible no matter where or how people present for assistance.

**1E-1. Explain how the CoC's coordinated entry process is designed to identify, engage, and assist homeless individuals and families that will ensure those who request or need assistance are connected to proper housing and services.
(limit 1000 characters)**

The NB CoC (with two other CoCs) established a coordinated entry program providing easier access to those seeking services. This system prioritizes those with the most severe needs for PSH. THE CALL (Coordinated Access to Local Links) utilizes CoC programs and mainstream resources to access services. This strategy works to reduce chaos for a household experiencing homelessness. THE CALL establishes emergency assistance and rehouses as quickly as possible. When contacting THE CALL an assessment is conducted to determine current needs; the second phase creates a permanent solution for housing through access to mainstream resources, ESG or CoC programs. The CoC can then strategize/prioritize openings. MA is a right to shelter state for homeless families. Families are referred to a state agency to determine eligibility for state services. The CoC is working closely with MA to establish a cooperative program ensuring all families access to services.

1E-2. CoC Program and ESG Program funded projects are required to participate in the coordinated entry process, but there are many other organizations and individuals who may participate but are not required to do so. From the following list, for each type of organization or individual, select all of the applicable checkboxes that indicate how that organization or individual participates in the CoC's coordinated entry process. If there are other organizations or persons who participate but are not on this list, enter the information in the blank text box, click "Save" at the bottom of

the screen, and then select the applicable checkboxes.

Organization/Person Categories	Participate s in Ongoing Planning and Evaluation	Makes Referrals to the Coordinate d Entry Process	Receives Referrals from the Coordinate d Entry Process	Operates Access Point for Coordinate d Entry Process	Participate s in Case Conferenci ng	Does not Participate	Does not Exist
Local Government Staff/Officials	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CDBG/HOME/Entitlement Jurisdiction	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Law Enforcement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local Jail(s)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hospital(s)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EMT/Crisis Response Team(s)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mental Health Service Organizations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substance Abuse Service Organizations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Affordable Housing Developer(s)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Housing Authorities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-CoC Funded Youth Homeless Organizations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School Administrators/Homeless Liaisons	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-CoC Funded Victim Service Organizations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Street Outreach Team(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Homeless or Formerly Homeless Persons	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Encampment Outreach Team	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Services	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

Instructions

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1F-1. For all renewal project applications submitted in the FY 2016 CoC Program Competition complete the chart below regarding the CoC's review of the Annual Performance Report(s).

How many renewal project applications were submitted in the FY 2016 CoC Program Competition?	7
How many of the renewal project applications are first time renewals for which the first operating year has not expired yet?	1
How many renewal project application APRs were reviewed by the CoC as part of the local CoC competition project review, ranking, and selection process for the FY 2016 CoC Program Competition?	6
Percentage of APRs submitted by renewing projects within the CoC that were reviewed by the CoC in the 2016 CoC Competition?	100.00%

1F-2 - In the sections below, check the appropriate box(es) for each selection to indicate how project applications were reviewed and ranked for the FY 2016 CoC Program Competition. Written documentation of the CoC's publicly announced Rating and Review procedure must be attached.

Performance outcomes from APR reports/HMIS:	
% permanent housing exit destinations	<input checked="" type="checkbox"/>
% increases in income	<input checked="" type="checkbox"/>
Monitoring criteria:	
Utilization rates	<input checked="" type="checkbox"/>
Drawdown rates	<input checked="" type="checkbox"/>
Frequency or Amount of Funds Recaptured by HUD	<input checked="" type="checkbox"/>
Need for specialized population services:	

Youth	<input checked="" type="checkbox"/>
Victims of Domestic Violence	<input type="checkbox"/>
Families with Children	<input checked="" type="checkbox"/>
Persons Experiencing Chronic Homelessness	<input checked="" type="checkbox"/>
Veterans	<input checked="" type="checkbox"/>
None:	<input type="checkbox"/>

1F-2a. Describe how the CoC considered the severity of needs and vulnerabilities of participants that are, or will be, served by the project applications when determining project application priority. (limit 1000 characters)

The CoC evaluated the severity of need and vulnerability of participants during the project rank and review process. The scoring tool utilized HUD priorities & evaluation criteria related to at-risk populations to score applications. Several of the scoring criteria allocates points based on percentage of dedicated CH beds vs non-dedicated CH beds, housing first models and connection to mainstream resources. From there the CoC followed the HUD priority order for projects and-as stipulated in its published rank/review process-required each project applicant to report on indicators including the creation of new PSH beds for chronically homeless indiv/families. In its rank/review process the CoC also stipulated that it would include consideration of the creation of new rapid rehousing projects that will serve persons fleeing domestic violence situations.

1F-3. Describe how the CoC made the local competition review, ranking, and selection criteria publicly available, and identify the public medium(s) used and the date(s) of posting. Evidence of the public posting must be attached. (limit 750 characters)

The NB CoC published its competitive review, ranking and selection criteria on its website at www.nbhspn.com on July 5, 2016. Included in its posting are the NB CoC's adopted CoC/Community Priorities for 2016, the formal announcements for both renewal and bonus funding competitions complete with information available through links as to how applications would be reviewed/ranked/selected, the selected projects and the overall NOFA timeframe as adopted by the NB CoC. Additionally this information was made available to the CoC membership both by email and at a regular CoC meeting. Evidence of the website posting is attached.

1F-4. On what date did the CoC and Collaborative Applicant publicly post all parts of the FY 2016 CoC Consolidated Application that included the final project application ranking? (Written documentation of the public posting, with the date of the posting clearly visible, must be attached. In addition, evidence of communicating decisions to the CoC's full membership must be attached). 09/02/2016

1F-5. Did the CoC use the reallocation process in the FY 2016 CoC Program Competition to reduce or reject projects for the creation of new projects? (If the CoC utilized the reallocation process, evidence of the public posting of the reallocation process must be attached.) No

1F-5a. If the CoC rejected project application(s), on what date did the CoC and Collaborative Applicant notify those project applicants that their project application was rejected? (If project applications were rejected, a copy of the written notification to each project applicant must be attached.) 08/26/2016

1F-6. In the Annual Renewal Demand (ARD) is the CoC's FY 2016 CoC's FY 2016 Priority Listing equal to or less than the ARD on the final HUD-approved FY2016 GIW? Yes

1G. Continuum of Care (CoC) Addressing Project Capacity

Instructions

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1G-1. Describe how the CoC monitors the performance of CoC Program recipients. (limit 1000 characters)

Info from last year regarding DPHCD and PRC, etc....

Last year we said we were going to set up a Training Committee to improve capacity and performance of CoC programs and provide a format for CoC members to network common problems and collectively identify areas to address them.

1G-2. Did the Collaborative Applicant include accurately completed and appropriately signed form HUD-2991(s) for all project applications submitted on the CoC Priority Listing? Yes

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2A-1. Does the CoC have a Governance Charter that outlines the roles and responsibilities of the CoC and the HMIS Lead, either within the Charter itself or by reference to a separate document like an MOU/MOA? In all cases, the CoC's Governance Charter must be attached to receive credit, In addition, if applicable, any separate document, like an MOU/MOA, must also be attached to receive credit. Yes

2A-1a. Include the page number where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document referenced in 2A-1. In addition, in the textbox indicate if the page number applies to the CoC's attached governance charter or attached MOU/MOA. Page #1

2A-2. Does the CoC have a HMIS Policies and Procedures Manual? If yes, in order to receive credit the HMIS Policies and Procedures Manual must be attached to the CoC Application. Yes

2A-3. Are there agreements in place that outline roles and responsibilities between the HMIS Lead and the Contributing HMIS Organization (CHOs)? Yes

2A-4. What is the name of the HMIS software HousingWorks

used by the CoC (e.g., ABC Software)?

2A-5. What is the name of the HMIS software vendor (e.g., ABC Systems)? HousingWorks (w/SimTech, Inc. reporting)

2B. Homeless Management Information System (HMIS) Funding Sources

Instructions

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2B-1. Select the HMIS implementation coverage area: Single CoC

*** 2B-2. In the charts below, enter the amount of funding from each funding source that contributes to the total HMIS budget for the CoC.**

2B-2.1 Funding Type: Federal - HUD

Funding Source	Funding
CoC	\$29,524
ESG	\$0
CDBG	\$0
HOME	\$0
HOPWA	\$0
Federal - HUD - Total Amount	\$29,524

2B-2.2 Funding Type: Other Federal

Funding Source	Funding
Department of Education	\$0
Department of Health and Human Services	\$0
Department of Labor	\$0
Department of Agriculture	\$0
Department of Veterans Affairs	\$0
Other Federal	\$0
Other Federal - Total Amount	\$0

2B-2.3 Funding Type: State and Local

Funding Source	Funding
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City	\$0
County	\$0
State	\$0
State and Local - Total Amount	\$0

2B-2.4 Funding Type: Private

Funding Source	Funding
Individual	\$0
Organization	\$0
Private - Total Amount	\$0

2B-2.5 Funding Type: Other

Funding Source	Funding
Participation Fees	\$0
Other - Total Amount	\$0

2B-2.6 Total Budget for Operating Year	\$29,524
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2C. Homeless Management Information System (HMIS) Bed Coverage

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2C-1. Enter the date the CoC submitted the 2016 HIC data in HDX, (mm/dd/yyyy): 04/25/2016

2C-2. Per the 2016 Housing Inventory Count (HIC) Indicate the number of beds in the 2016 HIC and in HMIS for each project type within the CoC. If a particular project type does not exist in the CoC then enter "0" for all cells in that project type.

Project Type	Total Beds in 2016 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ESG) beds	211	25	186	100.00%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	253	14	239	100.00%
Rapid Re-Housing (RRH) beds	22	0	22	100.00%
Permanent Supportive Housing (PSH) beds	294	0	294	100.00%
Other Permanent Housing (OPH) beds	0	0	0	

2C-2a. If the bed coverage rate for any project type is below 85 percent, describe how the CoC plans to increase the bed coverage rate for each of these project types in the next 12 months. (limit 1000 characters)

Not applicable. All categories are above 85%.

2C-3. If any of the project types listed in question 2C-2 above have a coverage rate below 85 percent, and some or all of these rates can be attributed to beds covered by one of the following program types, please indicate that here by selecting all that apply from the list below.

VA Grant per diem (VA GPD):	<input type="checkbox"/>
VASH:	<input type="checkbox"/>

Faith-Based projects/Rescue mission:	<input type="checkbox"/>
Youth focused projects:	<input type="checkbox"/>
Voucher beds (non-permanent housing):	<input type="checkbox"/>
HOPWA projects:	<input type="checkbox"/>
Not Applicable:	<input checked="" type="checkbox"/>

2C-4. How often does the CoC review or assess its HMIS bed coverage? Quarterly

2D. Homeless Management Information System (HMIS) Data Quality

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2D-1. Indicate the percentage of unduplicated client records with null or missing values and the percentage of "Client Doesn't Know" or "Client Refused" within the last 10 days of January 2016.

Universal Data Element	Percentage Null or Missing	Percentage Client Doesn't Know or Refused
3.1 Name	0%	0%
3.2 Social Security Number	0%	0%
3.3 Date of birth	0%	0%
3.4 Race	0%	0%
3.5 Ethnicity	0%	0%
3.6 Gender	0%	0%
3.7 Veteran status	0%	0%
3.8 Disabling condition	0%	0%
3.9 Residence prior to project entry	0%	0%
3.10 Project Entry Date	0%	0%
3.11 Project Exit Date	0%	0%
3.12 Destination	0%	0%
3.15 Relationship to Head of Household	0%	0%
3.16 Client Location	0%	0%
3.17 Length of time on street, in an emergency shelter, or safe haven	0%	0%

2D-2. Identify which of the following reports your HMIS generates. Select all that apply:

CoC Annual Performance Report (APR):	<input checked="" type="checkbox"/>
ESG Consolidated Annual Performance and Evaluation Report (CAPER):	<input checked="" type="checkbox"/>
Annual Homeless Assessment Report (AHAR) table shells:	<input checked="" type="checkbox"/>
	<input type="checkbox"/>

None	<input type="checkbox"/>
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2D-3. If you submitted the 2016 AHAR, how many AHAR tables (i.e., ES-ind, ES-family, etc) were accepted and used in the last AHAR?

6

2D-4. How frequently does the CoC review data quality in the HMIS?

Quarterly

2D-5. Select from the dropdown to indicate if standardized HMIS data quality reports are generated to review data quality at the CoC level, project level, or both.

Both Project and CoC

2D-6. From the following list of federal partner programs, select the ones that are currently using the CoC's HMIS.

VA Supportive Services for Veteran Families (SSVF):	<input checked="" type="checkbox"/>
VA Grant and Per Diem (GPD):	<input checked="" type="checkbox"/>
Runaway and Homeless Youth (RHY):	<input type="checkbox"/>
Projects for Assistance in Transition from Homelessness (PATH):	<input type="checkbox"/>
	<input type="checkbox"/>
None:	<input type="checkbox"/>

2D-6a. If any of the Federal partner programs listed in 2D-6 are not currently entering data in the CoC's HMIS and intend to begin entering data in the next 12 months, indicate the Federal partner program and the anticipated start date. (limit 750 characters)

None of these federal partners are anticipated to enter data into the CoC HMIS within the next 12 months.

2E. Continuum of Care (CoC) Sheltered Point-in-Time (PIT) Count

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

The data collected during the PIT count is vital for both CoC's and HUD. HUD needs accurate data to understand the context and nature of homelessness throughout the country, and to provide Congress and the Office of Management and Budget (OMB) with information regarding services provided, gaps in service, and performance. Accurate, high quality data is vital to inform Congress' funding decisions.

- 2E-1. Did the CoC approve the final sheltered PIT count methodology for the 2016 sheltered PIT count?** Yes
- 2E-2. Indicate the date of the most recent sheltered PIT count: (mm/dd/yyyy)** 01/27/2016
- 2E-2a. If the CoC conducted the sheltered PIT count outside of the last 10 days of January 2016, was an exception granted by HUD?** Not Applicable
- 2E-3. Enter the date the CoC submitted the sheltered PIT count data in HDX: (mm/dd/yyyy)** 04/25/2016

2F. Continuum of Care (CoC) Sheltered Point-in-Time (PIT) Count: Methods

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2F-1. Indicate the method(s) used to count sheltered homeless persons during the 2016 PIT count:

Complete Census Count:	<input checked="" type="checkbox"/>
Random sample and extrapolation:	<input type="checkbox"/>
Non-random sample and extrapolation:	<input type="checkbox"/>
	<input type="checkbox"/>

2F-2. Indicate the methods used to gather and calculate subpopulation data for sheltered homeless persons:

HMIS:	<input checked="" type="checkbox"/>
HMIS plus extrapolation:	<input type="checkbox"/>
Interview of sheltered persons:	<input checked="" type="checkbox"/>
Sample of PIT interviews plus extrapolation:	<input type="checkbox"/>
	<input type="checkbox"/>

2F-3. Provide a brief description of your CoC's sheltered PIT count methodology and describe why your CoC selected its sheltered PIT count methodology. (limit 1000 characters)

This CoC's sheltered PIT count methodology is based on a two prong approach that includes using both HMIS and paper surveys to gather PIT data. All providers are encouraged to participate and enter client data via the HMIS

system to ensure data quality. The majority of providers utilize the HMIS system vs the traditional paper survey thereby improving data quality and accuracy of counts. Agencies that don't utilize the HMIS system complete paper surveys for clients served on the night of the count while agencies utilizing the HMIS system are instructed to update and verify client data for the same period. Both groups receive detailed step-by-step instructions and TA prior to the count. The CoC lead then assesses all completed surveys for deduplication categorization, and summation using a customized Excel spreadsheet. This process has been utilized in past PIT Counts and continues to prove extremely successful in accurately counting both HMIS and non-HMIS participating agencies.

2F-4. Describe any change in methodology from your sheltered PIT count in 2015 to 2016, including any change in sampling or extrapolation method, if applicable. Do not include information on changes to the implementation of your sheltered PIT count methodology (e.g., enhanced training or change in partners participating in the PIT count). (limit 1000 characters)

There were no significant changes in methodology from the CoC's sheltered 2015 to 2016 PIT Counts nor were there any changes in sampling or extrapolation methodology. Existing methodology has been successful and unchanged over both counts.

2F-5. Did your CoC change its provider coverage in the 2016 sheltered count? No

2F-5a. If "Yes" in 2F-5, then describe the change in provider coverage in the 2016 sheltered count. (limit 750 characters)

As part of the PIT Count preparation process, the CoC's PIT Committee reviews the previous year's provider coverage list and id's projects no longer in operation and new projects that are to be included as part of provider coverage. From 2015-2016 the following changes were identified: Provider coverage was eliminated for a permanent supportive housing program (YWCA's Another Women's Place) and a transitional housing program (CSS-Donovan House) as both programs were no longer in operation. A third program, an emergency shelter program (Sr. Rose/Grace House) expanded adding new shelter beds. As a result of these changes the number of beds increased from FY15 (761) to FY16 (781)-a difference of 20 more beds.

2G. Continuum of Care (CoC) Sheltered Point-in-Time (PIT) Count: Data Quality

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2G-1. Indicate the methods used to ensure the quality of the data collected during the sheltered PIT count:

Training:	<input checked="" type="checkbox"/>
Follow-up:	<input checked="" type="checkbox"/>
HMIS:	<input checked="" type="checkbox"/>
Non-HMIS de-duplication techniques:	<input checked="" type="checkbox"/>
	<input type="checkbox"/>

2G-2. Describe any change to the way your CoC implemented its sheltered PIT count from 2015 to 2016 that would change data quality, including changes to training volunteers and inclusion of any partner agencies in the sheltered PIT count planning and implementation, if applicable. Do not include information on changes to actual sheltered PIT count methodology (e.g. change in sampling or extrapolation methods). (limit 1000 characters)

The CoC strives to annually improve its PIT count implementation. Its PIT Cmte. met in Nov.2015 to review the FY15 PIT implementation developing measures to improve the PIT. It reviewed previous PIT feedback, concerns and possible recommendations. As a result, several implementation changes to improve data quality/accuracy of counts were made: revision of the standardized survey tool, development of step-by-step instructions to make the tool user-friendly, inclusion of new PIT questions were added to capture new chronic defin, enhanced training for volunteers and agencies, incentivizing agencies to enter data into HMIS vs paper surveys, review agency HMIS data quality reports, contact/TA with all shelters prior to PIT to ensure all client/intake data in HMIS was correctly entered/up-to-date, and provision of TA by DPHCD staff prior to and onsite during the PIT Count to improve overall data quality and accuracy of counts.

2H. Continuum of Care (CoC) Unsheltered Point-in-Time (PIT) Count

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

HUD requires CoCs to conduct an unsheltered PIT count every 2 years (biennially) during the last 10 days in January; however, HUD also strongly encourages CoCs to conduct the unsheltered PIT count annually at the same time that they conduct annual sheltered PIT counts. HUD required CoCs to conduct the last biennial PIT count during the last 10 days in January 2015.

2H-1. Did the CoC approve the final unsheltered PIT count methodology for the most recent unsheltered PIT count? Yes

2H-2. Indicate the date of the most recent unsheltered PIT count (mm/dd/yyyy): 01/27/2016

2H-2a. If the CoC conducted the unsheltered PIT count outside of the last 10 days of January 2016, or most recent count, was an exception granted by HUD? Not Applicable

2H-3. Enter the date the CoC submitted the unsheltered PIT count data in HDX (mm/dd/yyyy): 04/25/2016

2I. Continuum of Care (CoC) Unsheltered Point-in-Time (PIT) Count: Methods

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2I-1. Indicate the methods used to count unsheltered homeless persons during the 2016 or most recent PIT count:

Night of the count - complete census:	<input checked="" type="checkbox"/>
Night of the count - known locations:	<input checked="" type="checkbox"/>
Night of the count - random sample:	<input type="checkbox"/>
Service-based count:	<input type="checkbox"/>
HMIS:	<input type="checkbox"/>
	<input type="checkbox"/>

2I-2. Provide a brief description of your CoC's unsheltered PIT count methodology and describe why your CoC selected this unsheltered PIT count methodology. (limit 1000 characters)

The CoC used HUD's PIT survey tool to capture required data elements. Its PIT Committee met in Nov. to review the FY16 count methodology, new survey tool, process, implementation, previous year's comments, concerns and possible recommendations. A comprehensive plan was developed including area service providers, schools and police dept. in the development and implementation process. A five prong approach was utilized: PIT hdqrts located at an area shelter that provided food, services and outreach assistance for 24hrs+, homeless hotspots throughout the city were identified/mapped, a media campaign was undertaken engaging the overall community and those for whom the count was intended, gift bags with essential items were assembled for/provided to counted participants as an incentive and appreciation and all PIT volunteers were required to participate in a training session focused on administering the survey tool, avoiding double-counts and stressing the importance of data quality.

2I-3. Describe any change in methodology from your unsheltered PIT count in 2015 (or 2014 if an unsheltered count was not conducted in 2015) to 2016, including any change in sampling or extrapolation method, if applicable. Do not include information on changes to implementation of your sheltered PIT count methodology (e.g., enhanced training or change in partners participating in the count). (limit 1000 characters)

This CoC employs an ongoing PIT improvement process-the cornerstone of its PIT approach. The PIT Committee met in Nov to review 2015 count methodology, process/implementation and developed measures to improve the overall delivery of the 2016 PIT process based on a survey of best practices, previous year's comments, concerns and recommendations. As a result, the PIT Committee incorporated changes to improved data quality/accuracy of counts in 2016: Utilized HUD's PIT survey tool to capture required data elements and to reduce double counting, organized first ever day-long Outreach Event for those experiencing homelessness at an area shelter that with food, services and outreach services for 24hrs+, involved homeless or formerly homeless persons in outreach efforts, identified known location hotspots, and undertook increased outreach and focus efforts on counting chronically homeless according to the new definition, unaccompanied youth, veterans, and households with children

2I-4. Has the CoC taken extra measures to identify unaccompanied homeless youth in the PIT count? Yes

2I-4a. If the response in 2I-4 was "no" describe any extra measures that are being taken to identify youth and what the CoC is doing for homeless youth. (limit 1000 characters)

For the past two years, Massachusetts has provided mini-grants to local CoCs to conduct a separate youth count. New Bedford participated and has developed a comprehensive strategy to count and outreach to area homeless youth. As part of the preparation and implementation process, counting homeless youth has become a major focus of the PIT Count. In particular the CoC consults and works with the New Bedford School Dept. McKinney Vento Coordinator, NB Recreation Dept, and youth services providers (Dennison Memorial, Youth Build, YMCA, Boys & Girls Club) to conduct outreach efforts/understand changing needs youth face. During the PIT Count, each team is comprised of a team leader, two surveyors and a youth ambassador whose primary task is to conduct outreach, administer a survey to any homeless youth and identify youth hotspots thru-out the city.

2J. Continuum of Care (CoC) Unsheltered Point-in-Time (PIT) Count: Data Quality

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2J-1. Indicate the steps taken by the CoC to ensure the quality of the data collected for the 2016 unsheltered PIT count:

Training:	<input checked="" type="checkbox"/>
"Blitz" count:	<input type="checkbox"/>
Unique identifier:	<input checked="" type="checkbox"/>
Survey questions:	<input checked="" type="checkbox"/>
Enumerator observation:	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
None:	<input type="checkbox"/>

2J-2. Describe any change to the way the CoC implemented the unsheltered PIT count from 2015 (or 2014 if an unsheltered count was not conducted in 2015) to 2016 that would affect data quality. This includes changes to training volunteers and inclusion of any partner agencies in the unsheltered PIT count planning and implementation, if applicable. Do not include information on changes in actual methodology (e.g. change in sampling or extrapolation method). (limit 1000 characters)

This CoC employs an ongoing PIT improvement process-the cornerstone of its PIT approach. The PIT Committee met in Nov to review 2015 count methodology, process/implementation and developed measures to improve the overall delivery of the 2016 PIT process based on a survey of best practices, previous year's comments, concerns and recommendations. As a result, the PIT Committee incorporated changes to improved data quality/accuracy of counts in 2016: Utilized HUD's PIT survey tool to capture required data elements and to reduce double counting, included service providers and other

homeless partner agencies in the planning and implementation process, required all PIT count volunteers to attend a one hour training session to review the survey tool, understand new HUD Count requirements, and what to expect during the count. In order to ensure data quality and completeness, each survey is reviewed by an experienced PIT Count Team leader and then again the PIT Committee member.

3A. Continuum of Care (CoC) System Performance

Instructions

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3A-1. Performance Measure: Number of Persons Homeless - Point-in-Time Count.

*** 3A-1a. Change in PIT Counts of Sheltered and Unsheltered Homeless Persons**

Using the table below, indicate the number of persons who were homeless at a Point-in-Time (PIT) based on the 2015 and 2016 PIT counts as recorded in the Homelessness Data Exchange (HDX).

	2015 PIT (for unsheltered count, most recent year conducted)	2016 PIT	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	437	469	32
Emergency Shelter Total	162	195	33
Safe Haven Total	0	0	0
Transitional Housing Total	225	219	-6
Total Sheltered Count	387	414	27
Total Unsheltered Count	50	55	5

3A-1b. Number of Sheltered Persons Homeless - HMIS.

Using HMIS data, enter the number of homeless persons who were served in a sheltered environment between October 1, 2014 and September 30, 2015 for each category provided.

	Between October 1, 2014 and September 30, 2015
Universe: Unduplicated Total sheltered homeless persons	0
Emergency Shelter Total	430
Safe Haven Total	0
Transitional Housing Total	323

3A-2. Performance Measure: First Time Homeless.

Describe the CoC's efforts to reduce the number of individuals and families who become homeless for the first time. Specifically, describe what the CoC is doing to identify risk factors of becoming homeless.

(limit 1000 characters)

The NB CoC is active with participation from multiple facets of the community. Close coordination and warm referrals are essential in accessing prevention services and other mainstream services in the area in order to reduce the risk of homelessness. The CoC leverages mainstream resources in order to provide necessary prevention assistance to those in poverty. Providers have agreed to utilize the Coordinated Assessment system to guide households at risk of becoming homeless in order to access prevention services available. Mainstream providers work closely with the Coc to identify trends in needs. This allows for the Continuum to identify reasons households fall into homelessness and develop strategies to engage before they enter the crisis of homelessness. The CoC also works with the school system, community health centers, libraries, and community centers to identify those at risk of becoming homeless and assisting them in accessing prevention services.

3A-3. Performance Measure: Length of Time Homeless.

Describe the CoC's efforts to reduce the length of time individuals and families remain homeless. Specifically, describe how your CoC has reduced the average length of time homeless, including how the CoC identifies and houses individuals and families with the longest lengths of time homeless.

(limit 1000 characters)

Orig baseline #s show an avg of 8mos as length of time homeless across all proj types; the median shows just under 4mos. Across the CoC, some long-term stayers have housing barriers limit their access to fin resources which effect their ability to find housing. Through Coord Entry process/SPDAT, these long-term stayers have now been identified and will be rehoused with the 1st available elig resource. The SPDAT scoring will help to reduce the length of time a household remains homeless. All Entry/Exit data is recorded/reviewed in HMIS by the CoC and participating agencies so that trends can be id'd/solutions can be found. The median of 4 months is a more accurate measure when an extreme housing barrier does not exist. This data is also used to allocate ESG/CoC funds such that we end homelessness as quickly as possible for any household in need of these services. Using this data for planning purposes also allows the CoC to align with the Federal Strategies in Opening Doors.

*** 3A-4. Performance Measure: Successful Permanent Housing Placement or Retention.**

In the next two questions, CoCs must indicate the success of its projects in placing persons from its projects into permanent housing.

**3A-4a. Exits to Permanent Housing Destinations:
Fill in the chart to indicate the extent to which projects exit program participants into permanent housing (subsidized or non-subsidized) or the**

retention of program participants in CoC Program-funded permanent supportive housing.

	Between October 1, 2014 and September 30, 2015
Universe: Persons in SSO, TH and PH-RRH who exited	501
Of the persons in the Universe above, how many of those exited to permanent destinations?	292
% Successful Exits	58.28%

**3A-4b. Exit To or Retention Of Permanent Housing:
 In the chart below, CoCs must indicate the number of persons who exited from any CoC funded permanent housing project, except rapid re-housing projects, to permanent housing destinations or retained their permanent housing between October 1, 2014 and September 31, 2015.**

	Between October 1, 2014 and September 30, 2015
Universe: Persons in all PH projects except PH-RRH	100
Of the persons in the Universe above, indicate how many of those remained in applicable PH projects and how many of those exited to permanent destinations?	74
% Successful Retentions/Exits	74.00%

3A-5. Performance Measure: Returns to Homelessness: Describe the CoCs efforts to reduce the rate of individuals and families who return to homelessness. Specifically, describe strategies your CoC has implemented to identify and minimize returns to homelessness, and demonstrate the use of HMIS or a comparable database to monitor and record returns to homelessness. (limit 1000 characters)

The NB CoC employs multiple strategies to reduce the rate of indivs/families experiencing additional spells of homelessness by: (a)ensuring all discharging entities within the CoC provide meaningful/appropriate resources and contacts for those leaving housing (b)actively participating in service committee meetings with other CoCs regionally focusing on indivs/families requiring triage/diversion assistance to ensure stability using a by-name registry esp. in complex situations where homeless recidivism is more likely and (c)relying on the CoC's HMIS system reports providing relevant data on folks within the CoC who are leaving housing (looking at reasons), where they're intending to go (looking at desired destinations) and the conditions that's occurred that has precipitated a return to homelessness (factors causing the return to instability) in order to refine/even reconsider the CoC's strategies in the aggregate and provider level to anticipate/head off future returns to homelessness.

3A-6. Performance Measure: Job and Income Growth. Performance Measure: Job and Income Growth. Describe the CoC's specific strategies to assist CoC Program-funded projects to increase program participants' cash income from employment and non-

**employment non-cash sources.
(limit 1000 characters)**

A key strategy of the NB CoC is the expectation that each housing provider works closely with every household to assess their particular abilities/vision and move that household to accessing the means by which to achieve long term sustainable housing either from employment or non-employment non-cash sources. The CoC engages with the NB Career Center (CoC member) and the local WIB providing extensive resources for securing/retaining employment including resume preparation, job banks, virtual gateway trainings, career fairs and “hot jobs” postings. This important local resource also provides critical employment programming/training for veterans. Also, all providers here have online access to enroll folks in food stamp and Medicaid benefits and guest speakers from regional/state mainstream resources provide ongoing support and technical support/outreach to providers at local CoC meetings.

**3A-6a. Describe how the CoC is working with mainstream employment organizations to aid homeless individuals and families in increasing their income.
(limit 1000 characters)**

The NB CoC has maintained a long-term relationship with the local and regional career centers (NB and Bristol County Career Centers) both of whom have developed important training and job readiness programs geared to those experiencing homelessness. A particular sector within this CoC has been the connection between the fishing industry and those who are/were homeless. Employment with multiple companies involved in the fishing industry (warehouses, dock work and processing) has been very successful. The success of these programs and growing relationships between them and individual NB CoC providers is evidenced in current statistics of the NB CoC’s 6 PSH and RRH projects: of the 6 total projects, 6 have a relationship with mainstream employment organizations and 100% of these projects are regularly connecting their participants with employment services.

**3A-7. What was the the criteria and decision-making process the CoC used to identify and exclude specific geographic areas from the CoC's unsheltered PIT count?
(limit 1000 characters)**

The NB CoC recognizes that the unsheltered PIT count methodology is a critical way in which it interacts/understands the entire CoC’s geog. Given this, the NB PIT count relied heavily on the expertise of those providers actively/regularly engaged in outreaching efforts within the CoC throughout the year. Although no one area was “excluded” from the unsheltered PIT count, multiple “hot spots” were targeted based on first-hand accounts/incidences of outreach activities with homeless individuals and encampments. As a small CoC the number and location of these areas was easily identified/confirmed by the collaborative efforts of outreach/homeless service providers and Coordinated Entry triage workers who have provided multiple onsite interventions. By building a repoire and developing a meaningful trust over time between outreach/providers with those experiencing unsheltered homelessness, a number of people have willingly come out of encampments to seek housing and stability services.

3A-7a. Did the CoC completely exclude geographic areas from the the most recent PIT count (i.e., no one counted there and, for communities using samples the area was excluded from both the sample and extrapolation) where the CoC determined that there were no unsheltered homeless people, including areas that are uninhabitable (e.g. disasters)? No

**3A-7b. Did the CoC completely exclude geographic areas from the the most recent PIT count (i.e., no one counted there and, for communities using samples the area was excluded from both the sample and extrapolation) where the CoC determined that there were no unsheltered homeless people, including areas that are uninhabitable (e.g. deserts, wilderness, etc.)?
(limit 1000 characters)**

Not applicable. The New Bedford CoC did not exclude any geographic areas from the 2016 unsheltered PIT Count within its jurisdiction.

**3A-8. Enter the date the CoC submitted the system performance measure data into HDX. The System Performance Report generated by HDX must be attached.
(mm/dd/yyyy)** 08/12/2016

**3A-8a. If the CoC was unable to submit their System Performance Measures data to HUD via the HDX by the deadline, explain why and describe what specific steps they are taking to ensure they meet the next HDX submission deadline for System Performance Measures data.
(limit 1500 characters)**

N/A The System Performance Measures were submitted prior to the deadline.

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

Objective 1: Ending Chronic Homelessness

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

To end chronic homelessness by 2017, HUD encourages three areas of focus through the implementation of Notice CPD 14-012: Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status.

1. Targeting persons with the highest needs and longest histories of homelessness for existing and new permanent supportive housing;
2. Prioritizing chronically homeless individuals, youth and families who have the longest histories of homelessness; and
3. The highest needs for new and turnover units.

3B-1.1. Compare the total number of chronically homeless persons, which includes persons in families, in the CoC as reported by the CoC for the 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

	2015 (for unsheltered count, most recent year conducted)	2016	Difference
Universe: Total PIT Count of sheltered and unsheltered chronically homeless persons	39	43	4
Sheltered Count of chronically homeless persons	6	23	17
Unsheltered Count of chronically homeless persons	33	20	-13

**3B-1.1a. Using the "Differences" calculated in question 3B-1.1 above, explain the reason(s) for any increase, or no change in the overall TOTAL number of chronically homeless persons in the CoC, as well as the change in the unsheltered count, as reported in the PIT count in 2016 compared to 2015.
 (limit 1000 characters)**

During the FY16 PIT Count the CoC followed HUD’s new guidance in classifying a person or family as Chronically Homeless (CH). As a result, the new CH definition was incorporated into the CoC’s new survey tool and mandatory training. According to the PIT Count, the number of CH unsheltered persons decreased from FY15 to FY16 representing a 40% decrease in chronically homeless in FY16. The CoC attributes this decrease to a combination of an increase in shelter beds over FY15, an increased shelter utilization rate the night of the PIT and moving people into housing faster.

3B-1.2. Compare the total number of PSH beds (CoC Program and non-CoC Program funded) that were identified as dedicated for use by chronically homeless persons on the 2016 Housing Inventory Count, as compared to those identified on the 2015 Housing Inventory Count.

	2015	2016	Difference
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC.	183	194	11

3B-1.2a. Explain the reason(s) for any increase, or no change in the total number of PSH beds (CoC program funded or non-CoC Program funded) that were identified as dedicated for use by chronically homeless persons on the 2016 Housing Inventory Count compared to those identified on the 2015 Housing Inventory Count. (limit 1000 characters)

Overall, the New Bedford CoC has been proactively seeking to end chronic homelessness by increasing PSH options through re-allocation, creating/prioritizing CH for all beds not just those specifically designated and support of Opening Doors' goal of ending chronic homelessness. The reason for the increase in dedicated chronically homeless beds for PSH programs is primarily attributed one TH program converting into a new RRH program that dedicated 10 chronically homeless bed. It is important to note that during the FY13/14 CoC funding round, all PSH programs agreed to dedicate at least 50% of their beds to serve chronically homeless persons and/or families. This represented a substantial commitment and shift in focus to assist the chronically homeless. During the FY15 CoC funding round, all PSH have now agreed to dedicate 100% of units to serve chronically homeless persons and/or families. This substantial increase and commitment will be represented in the FY17 HIC Count.

3B-1.3. Did the CoC adopt the Orders of Priority into their standards for all CoC Program funded PSH as described in Notice CPD-14-012: Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status? Yes

3B-1.3a. If “Yes” was selected for question 3B-1.3, attach a copy of the CoC’s written standards or other evidence that clearly shows the incorporation of the Orders of Priority in Notice CPD 14-012 and indicate the page(s) for all documents where the Orders of Priority are found. Attached

3B-1.4. Is the CoC on track to meet the goal of ending chronic homelessness by 2017? Yes

This question will not be scored.

3B-1.4a. If the response to question 3B-1.4 was “Yes” what are the strategies that have been implemented by the CoC to maximize current resources to meet this goal? If “No” was selected, what resources or technical assistance will be implemented by the CoC to reach to goal of ending chronically homelessness by 2017? (limit 1000 characters)

The New Bedford CoC is working hard to ensure an end to chronic homelessness by 2017 by working with providers on a number of fronts: (a) prioritizing chronic through the SPDAT, (b) exploring reallocation/dedication of underperforming non-chronically designated beds to dedicated chronic beds, (c) developing a strategic two year plan with TAC that aligns strategic aims with Federal Opening Doors policies/targets (d) participating in regional South Coast Network to End Homelessness (SoCo) leadership/committee meetings triaging through by-name registries of those identified as chronically homeless to ensure realistic/sustainable perm housing (e) providing robust best practices to get each provider to move all units to housing first and (f) broadening the community dialogue/education around homelessness-centered events including the CoC’s first “homeless connect” resource event and a community overnight dialogue/campout that included political and community leaders.

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

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

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

HUD will evaluate CoC's based on the extent to which they are making progress to achieve the goal of ending homelessness among households with children by 2020.

3B-2.1. What factors will the CoC use to prioritize households with children during the FY2016 Operating year? (Check all that apply).

Vulnerability to victimization:	<input checked="" type="checkbox"/>
Number of previous homeless episodes:	<input checked="" type="checkbox"/>
Unsheltered homelessness:	<input checked="" type="checkbox"/>
Criminal History:	<input checked="" type="checkbox"/>
Bad credit or rental history (including not having been a leaseholder):	<input type="checkbox"/>
Head of household has mental/physical disabilities:	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
N/A:	<input type="checkbox"/>

3B-2.2. Describe the CoC's strategies including concrete steps to rapidly rehouse every household with children within 30 days of those families becoming homeless. (limit 1000 characters)

Key strategies have been developed ensuring rapid rehousing (30 day) of all households w/children: (a) the SPDAT prioritizes households with children for rapid rehousing in the coord entry process, (b) a closer relationship with the local school department LEA and REAs has opened important communication btwn vulnerable/homeless students/families within the schools with housing/service providers, (c) an all-youth facility serving unaccompanied homeless youth has recently opened within the CoC—a concrete step in rapidly rehousing this previously underserved population, (d) reunification strategies are employed to help unaccompanied youth get rehoused, (e) the NB CoC maintains a very close relationship with the state agency/deputy undersecretary resp. for housing homeless families (MA is right to shelter state) and (f) family providers all participate in the regional SoCo network family homelessness committee to triage resources/housing and service options for hard to serve families.

3B-2.3. Compare the number of RRH units available to serve families from the 2015 and 2016 HIC.

	2015	2016	Difference
RRH units available to serve families in the HIC:	10	10	0

3B-2.4. How does the CoC ensure that emergency shelters, transitional housing, and permanent housing (PSH and RRH) providers within the CoC do not deny admission to or separate any family members from other members of their family based on age, sex, gender or disability when entering shelter or housing? (check all strategies that apply)

CoC policies and procedures prohibit involuntary family separation:	<input checked="" type="checkbox"/>
There is a method for clients to alert CoC when involuntarily separated:	<input type="checkbox"/>
CoC holds trainings on preventing involuntary family separation, at least once a year:	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
None:	<input type="checkbox"/>

3B-2.5. Compare the total number of homeless households with children in the CoC as reported by the CoC for the 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

PIT Count of Homelessness Among Households With Children

	2015 (for unsheltered count, most recent year conducted)	2016	Difference
Universe: Total PIT Count of sheltered and unsheltered homeless households with children:	196	169	-27
Sheltered Count of homeless households with children:	196	169	-27
Unsheltered Count of homeless households with children:	0	0	0

3B-2.5a. Explain the reason(s) for any increase, or no change in the total number of homeless households with children in the CoC as reported in the 2016 PIT count compared to the 2015 PIT count. (limit 1000 characters)

Not applicable. The count for sheltered homeless households with children decreased from 2015 and 2016. New Bedford’s PIT count totals for homeless households with children reflect zero unsheltered homeless families with children in both 2015 and 2016. This statistic is consistent with past PIT Counts. MA is a “right to shelter” state and is obligated to provide shelter for every eligible family. The zero count for unsheltered homeless families with children reflects this state policy.

3B-2.6. From the list below select the strategies to the CoC uses to address the unique needs of unaccompanied homeless youth including youth under age 18, and youth ages 18-24, including the following.

Human trafficking and other forms of exploitation?	Yes
LGBTQ youth homelessness?	Yes
Exits from foster care into homelessness?	Yes
Family reunification and community engagement?	Yes
Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs?	Yes
Unaccompanied minors/youth below the age of 18?	Yes

3B-2.6a. Select all strategies that the CoC uses to address homeless youth trafficking and other forms of exploitation.

Diversion from institutions and decriminalization of youth actions that stem from being trafficked:	<input checked="" type="checkbox"/>
Increase housing and service options for youth fleeing or attempting to flee trafficking:	<input checked="" type="checkbox"/>
Specific sampling methodology for enumerating and characterizing local youth trafficking:	<input type="checkbox"/>
Cross systems strategies to quickly identify and prevent occurrences of youth trafficking:	<input type="checkbox"/>

Community awareness training concerning youth trafficking:	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
N/A:	<input type="checkbox"/>

3B-2.7. What factors will the CoC use to prioritize unaccompanied youth including youth under age 18, and youth ages 18-24 for housing and services during the FY 2016 operating year? (Check all that apply)

Vulnerability to victimization:	<input checked="" type="checkbox"/>
Length of time homeless:	<input checked="" type="checkbox"/>
Unsheltered homelessness:	<input checked="" type="checkbox"/>
Lack of access to family and community support networks:	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
N/A:	<input type="checkbox"/>

3B-2.8. Using HMIS, compare all unaccompanied youth including youth under age 18, and youth ages 18-24 served in any HMIS contributing program who were in an unsheltered situation prior to entry in FY 2014 (October 1, 2013-September 30, 2014) and FY 2015 (October 1, 2014 - September 30, 2015).

	FY 2014 (October 1, 2013 - September 30, 2014)	FY 2015 (October 1, 2014 - September 30, 2105)	Difference
Total number of unaccompanied youth served in HMIS contributing programs who were in an unsheltered situation prior to entry:	0	0	0

3B-2.8a. If the number of unaccompanied youth and children, and youth-headed households with children served in any HMIS contributing program who were in an unsheltered situation prior to entry in FY 2015 is lower than FY 2014 explain why. (limit 1000 characters)

Not applicable. The CoC had no unaccompanied youth served in HMIS

programs who were unsheltered prior to entry during these periods.

3B-2.9. Compare funding for youth homelessness in the CoC's geographic area in CY 2016 and CY 2017.

	Calendar Year 2016	Calendar Year 2017	Difference
Overall funding for youth homelessness dedicated projects (CoC Program and non-CoC Program funded):	\$100,000.00	\$200,000.00	\$100,000.00
CoC Program funding for youth homelessness dedicated projects:	\$0.00	\$0.00	\$0.00
Non-CoC funding for youth homelessness dedicated projects (e.g. RHY or other Federal, State and Local funding):	\$100,000.00	\$200,000.00	\$100,000.00

3B-2.10. To what extent have youth services and educational representatives, and CoC representatives participated in each other's meetings between July 1, 2015 and June 30, 2016?

Cross-Participation in Meetings	# Times
CoC meetings or planning events attended by LEA or SEA representatives:	11
LEA or SEA meetings or planning events (e.g. those about child welfare, juvenile justice or out of school time) attended by CoC representatives:	8
CoC meetings or planning events attended by youth housing and service providers (e.g. RHY providers):	11

3B-2.10a. Based on the responses in 3B-2.10, describe in detail how the CoC collaborates with the McKinney-Vento local educational authorities and school districts. (limit 1000 characters)

The McKinney Vento Liaison for the New Bedford Public Schools is an active member of the local CoC and sits on the CoC's Executive Committee. Each month/at every CoC membership meeting the McKinney Vento local education authority provides a report to the membership that includes everything from student enrollment versus those students identified under MV as being homeless, to programs and services being provided to these youth and families (as may apply) as well as housing/shelter needs for which assistance is requested. During 2016, the CoC lead agency presented information about the CoC, provider housing/services and community outreach at multiple forums conducted to educate/apprise teachers, guidance counselors and school staff. The partnership between the LEA and the CoC is strong and is anticipated to continue flourishing.

3B-2.11. How does the CoC make sure that homeless individuals and families who become homeless are informed of their eligibility for and receive access to educational services? Include the policies and

**procedures that homeless service providers (CoC and ESG Programs) are required to follow.
(limit 2000 characters)**

(a) NB CoC has been actively connected with the local/state Ed Depts over this past year—the LEA rep sitting on the CoC’s Ex Board and actively presenting information, participating in both CoC member and planning meetings. (b) CoC lead agency staff has participated in multiple outreach forums to educate school dept personnel regarding homeless solutions, diversion options, coordinated entry, housing and supp services available locally. In this way there has been an extremely beneficial interactive, seamless and ongoing reciprocity between CoC and the local public school system. (c) Largest srvc provider for children/operator of CoC’s only unaccpd youth shelter collabs with the CoC, sits on Ex Board and also liaisons with the school dept. (d) CoC’s coordinated entry system’s SPDAT prioritizes households with children & all CoC mbrs are required to prioritize the stabilization/rapid rehousing of households with children under the adopted CoC Standards. (e) Each CoC/ESG agency’s case mgt/social worker staff immediately focus on assessing the educational status/needs of each child in the program. (f) Each CoC/ESG funded agency contract has the following language: SUBGRANTEE shall ensure that all households served shall be fully apprised of their eligibility for educational services (consistent with Title VII-B of the McKinney-Vento Homeless Assistant Act as amended). Each child/unaccompanied youth experiencing homelessness has equal access to the same free, appropriate public education including a public preschool education as other children and youth. SUBGRANTEE shall work to ensure any enrollment and retention barriers that homeless children/youth most frequently face (e.g. transportation, immunization requirements, residency requirements, provision of birth certificates and legal guardianship requirements) are overcome and do not present any obstacle in accessing the child/youth’s full educational rights.

**3B-2.12. Does the CoC or any HUD-funded projects within the CoC have any written agreements with a program that services infants, toddlers, and youth children, such as Head Start; Child Care and Development Fund; Healthy Start; Maternal, Infant, Early Childhood Home Visiting programs; Public Pre-K; and others?
(limit 1000 characters)**

Several HUD-funded projects within the CoC have agreements with programming that services infants/toddlers and young children. Catholic Social Services and the Family Preservation Program serve as the CoC’s liaison for early childhood services and supports through their close work with the local Head Start program, the Schwartz Center, NorthStar Learning, the YMCA after school program and with the Kennedy Donovan Center. These programs are all non-profits who support infants, children and youth with care and services ranging from childcare and after school programming to prevention, advocacy and intervention services for those with developmental delays and/or disabilities as well as families.

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

Objective 3: Ending Veterans Homelessness

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

Opening Doors outlines the goal of ending Veteran homelessness by the end of 2016. The following questions focus on the various strategies that will aid communities in meeting this goal.

3B-3.1. Compare the total number of homeless Veterans in the CoC as reported by the CoC for the 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

	2015 (for unsheltered count, most recent year conducted)	2016	Difference
Universe: Total PIT count of sheltered and unsheltered homeless veterans:	42	60	18
Sheltered count of homeless veterans:	38	56	18
Unsheltered count of homeless veterans:	4	4	0

3B-3.1a. Explain the reason(s) for any increase, or no change in the total number of homeless veterans in the CoC as reported in the 2016 PIT count compared to the 2015 PIT count. (limit 1000 characters)

The total number of sheltered homeless vets in the NB CoC increased by 43% from 42 in 2015 to 60 in 2016 largely attributable to an uptick in sheltered veterans brought in from literally being homeless during that period. It's important to note there was no change in the number of unsheltered homeless vets btwn these periods. The number of sheltered veterans increased significantly during because the CoC was better able to id and rapidly assist vets off the streets at a time when there was a concurrent increase in the overall number of literally homeless veterans id'd. Although the sheltered number increased, these vets were provided with stabilizing services needed to prepare them for moves into perm housing. All vets id'd-those unsheltered/those sheltered-are added to the by-name registry reviewed on an ongoing basis through a coordinated three-CoC regional effort to ensure appropriate/rapid

dissemination of VASH vouchers, VA benefits, SSVF and other veteran-centered supports.

3B-3.2. Describe how the CoC identifies, assesses, and refers homeless veterans who are eligible for Veteran's Affairs services and housing to appropriate resources such as HUD-VASH and SSVF. (limit 1000 characters)

Services are available to a greater number of qualifying vets through interagency/inter-CoC cooperation enhanced through the regional [SoCo-SouthCoast Regional Network to End Homelessness] effort. Area nonprofits communicate in a forum and share referrals and best practices while confidentially triaging clients whose issues are complex or reach beyond one CoC. Agencies for which veterans are not a primary focus perform triage during intake/assessment (beyond what coord entry does) to determine veteran status/needs. Agencies specializing in the admin of the SSVF Grant and referral to VASH perform more in-depth reviews of records to determine VA eligibility and subsequent placement. The NB CoC and its agencies enhance their own case mgt by actively participating in these regional veteran meetings conducted monthly that ensure every possible resource is made available to eliminate homelessness among vets.

3B-3.3. Compare the total number of homeless Veterans in the CoC and the total number of unsheltered homeless Veterans in the CoC, as reported by the CoC for the 2016 PIT Count compared to the 2010 PIT Count (or 2009 if an unsheltered count was not conducted in 2010).

	2010 (or 2009 if an unsheltered count was not conducted in 2010)	2016	% Difference
Total PIT Count of sheltered and unsheltered homeless veterans:	59	56	-5.08%
Unsheltered Count of homeless veterans:	1	5	400.00%

3B-3.4. Indicate from the dropdown whether you are on target to end Veteran homelessness by the end of 2016. Yes

This question will not be scored.

3B-3.4a. If "Yes", what are the strategies being used to maximize your current resources to meet this goal? If "No" what resources or technical assistance would help you reach the goal of ending Veteran homelessness by the end of 2016? (limit 1000 characters)

As of the development of this CoC Collaborative Application, the NB CoC has met its goal of achieving functional zero for veterans homelessness. In order to ensure that the continuum maintains this zero, the NB CoC continues to work at both the regional level (through SoCo/a 3 CoC effort) in accessing MVRPs and assists with other CoC triaging/outreach to continue developing and refining its own best practices and interventions relevant to this cohort, and it works through the local CoC level ensuring all veterans are immediately identified, assessed and assisted with the services and housing they need. Over the past year the NB Coordinated Intake/Assessment system began its operations and has worked to strengthen the CoCs ability to achieve such ends.

4A. Accessing Mainstream Benefits

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

4A-1. Does the CoC systematically provide information to provider staff about mainstream benefits, including up-to-date resources on eligibility and program changes that can affect homeless clients? Yes

4A-2. Based on the CoC's FY 2016 new and renewal project applications, what percentage of projects have demonstrated they are assisting project participants to obtain mainstream benefits? This includes all of the following within each project: transportation assistance, use of a single application, annual follow-ups with participants, and SOAR-trained staff technical assistance to obtain SSI/SSDI?

FY 2016 Assistance with Mainstream Benefits

Total number of project applications in the FY 2016 competition (new and renewal):	7
Total number of renewal and new project applications that demonstrate assistance to project participants to obtain mainstream benefits (i.e. In a Renewal Project Application, "Yes" is selected for Questions 2a, 2b and 2c on Screen 4A. In a New Project Application, "Yes" is selected for Questions 5a, 5b, 5c, 6, and 6a on Screen 4A).	7
Percentage of renewal and new project applications in the FY 2016 competition that have demonstrated assistance to project participants to obtain mainstream benefits:	100%

4A-3. List the organizations (public, private, non-profit and other) that you collaborate with to facilitate health insurance enrollment, (e.g., Medicaid, Medicare, Affordable Care Act options) for program participants. For each organization you partner with, detail the specific outcomes resulting from the partnership in the establishment of benefits. (limit 1000 characters)

The NB CoC collaborates with multiple organizations to facilitate health insurance enrollment. Those entities include state public agencies including the MA Department of Transitional Assistance (DTA), MA Dept of Medicaid and MA Health, as well as federal public entities including the Social Security Administration (SSI/SSDI) the Veterans Administration and Medicaid.gov. Locally the CoC relies on three primary organizations for health insurance enrollment, those being the SouthCoast Health System (local hospital system), SHINE--relevant particularly in assisting the CoC's elderly population in

navigating between different preferred provider organizations (PPOs) and Neighborhood Health Plan. Every CoC and ESG funded agency within this CoC provides case managers/health care liaisons/and/or social workers who provide direct advocacy and assistance to individuals and families in order to ensure each person is appropriately covered by health insurance.

4A-4. What are the primary ways the CoC ensures that program participants with health insurance are able to effectively utilize the healthcare benefits available to them?

Educational materials:	<input checked="" type="checkbox"/>
In-Person Trainings:	<input checked="" type="checkbox"/>
Transportation to medical appointments:	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
Not Applicable or None:	<input type="checkbox"/>

4B. Additional Policies

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

4B-1. Based on the CoCs FY 2016 new and renewal project applications, what percentage of Permanent Housing (PSH and RRH), Transitional Housing (TH), and SSO (non-Coordinated Entry) projects in the CoC are low barrier?

FY 2016 Low Barrier Designation

Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO project applications in the FY 2016 competition (new and renewal):	7
Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications that selected "low barrier" in the FY 2016 competition:	7
Percentage of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications in the FY 2016 competition that will be designated as "low barrier":	100%

4B-2. What percentage of CoC Program-funded Permanent Supportive Housing (PSH), Rapid Re-Housing (RRH), SSO (non-Coordinated Entry) and Transitional Housing (TH) FY 2016 Projects have adopted a Housing First approach, meaning that the project quickly houses clients without preconditions or service participation requirements?

FY 2016 Projects Housing First Designation

Total number of PSH, RRH, non-Coordinated Entry SSO, and TH project applications in the FY 2016 competition (new and renewal):	7
Total number of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications that selected Housing First in the FY 2016 competition:	7
Percentage of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications in the FY 2016 competition that will be designated as Housing First:	100%

4B-3. What has the CoC done to ensure awareness of and access to housing and supportive services within the CoC's geographic area to persons that could benefit from CoC-funded programs but are not currently participating in a CoC funded program? In particular, how does the CoC reach out to for persons that are least likely to request housing or services in the absence of special outreach?

Direct outreach and marketing:	<div style="border: 1px solid black; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">X</div>
--------------------------------	---

Use of phone or internet-based services like 211:	<input checked="" type="checkbox"/>
Marketing in languages commonly spoken in the community:	<input checked="" type="checkbox"/>
Making physical and virtual locations accessible to those with disabilities:	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
Not applicable:	<input type="checkbox"/>

4B-4. Compare the number of RRH units available to serve populations from the 2015 and 2016 HIC.

	2015	2016	Difference
RRH units available to serve all populations in the HIC:	10	10	0

4B-5. Are any new proposed project applications requesting \$200,000 or more in funding for housing rehabilitation or new construction? No

4B-6. If "Yes" in Questions 4B-5, then describe the activities that the project(s) will undertake to ensure that employment, training and other economic opportunities are directed to low or very low income persons to comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) and HUD's implementing rules at 24 CFR part 135? (limit 1000 characters)

Not applicable.

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

4B-7a. If "Yes", to question 4B-7, describe how the use of grant funds to serve such persons is of equal or greater priority than serving persons

defined as homeless in accordance with 24 CFR 578.89. Description must include whether or not this is listed as a priority in the Consolidated Plan(s) and its CoC strategic plan goals. CoCs must attach the list of projects that would be serving this population (up to 10 percent of CoC total award) and the applicable portions of the Consolidated Plan. (limit 2500 characters)

Not applicable.

4B-8. Has the project been affected by a major disaster, as declared by the President Obama under Title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (Public Law 93-288) in the 12 months prior to the opening of the FY 2016 CoC Program Competition? No

4B-8a. If "Yes" in Question 4B-8, describe the impact of the natural disaster on specific projects in the CoC and how this affected the CoC's ability to address homelessness and provide the necessary reporting to HUD. (limit 1500 characters)

Not applicable.

4B-9. Did the CoC or any of its CoC program recipients/subrecipients request technical assistance from HUD since the submission of the FY 2015 application? This response does not affect the scoring of this application. Yes

4B-9a. If "Yes" to Question 4B-9, check the box(es) for which technical assistance was requested.

This response does not affect the scoring of this application.

CoC Governance:	<input type="checkbox"/>
CoC Systems Performance Measurement:	<input type="checkbox"/>
Coordinated Entry:	<input type="checkbox"/>
Data reporting and data analysis:	<input type="checkbox"/>
HMIS:	<input type="checkbox"/>

Homeless subpopulations targeted by Opening Doors: veterans, chronic, children and families, and unaccompanied youth:	<input type="checkbox"/>
Maximizing the use of mainstream resources:	<input type="checkbox"/>
Retooling transitional housing:	<input checked="" type="checkbox"/>
Rapid re-housing:	<input type="checkbox"/>
Under-performing program recipient, subrecipient or project:	<input type="checkbox"/>
	<input type="checkbox"/>
Not applicable:	<input type="checkbox"/>

4B-9b. Indicate the type(s) of Technical Assistance that was provided, using the categories listed in 4B-9a, provide the month and year the CoC Program recipient or sub-recipient received the assistance and the value of the Technical Assistance to the CoC/recipient/sub recipient involved given the local conditions at the time, with 5 being the highest value and a 1 indicating no value.

Type of Technical Assistance Received	Date Received	Rate the Value of the Technical Assistance
Retooling Transitional Housing	05/06/2016	5

4C. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
01. 2016 CoC Consolidated Application: Evidence of the CoC's communication to rejected participants	Yes	Evidence of Denial	09/08/2016
02. 2016 CoC Consolidated Application: Public Posting Evidence	Yes	Evidence of Websi...	09/08/2016
03. CoC Rating and Review Procedure (e.g. RFP)	Yes	NB CoC Rank and R...	09/08/2016
04. CoC's Rating and Review Procedure: Public Posting Evidence	Yes	Evidence of Websi...	09/08/2016
05. CoCs Process for Reallocating	Yes	Reallocation Plan	09/08/2016
06. CoC's Governance Charter	Yes	CoC By-Laws (Gove...	09/08/2016
07. HMIS Policy and Procedures Manual	Yes	New Bedford HMIS ...	09/08/2016
08. Applicable Sections of Con Plan to Serving Persons Defined as Homeless Under Other Fed Statutes	No		
09. PHA Administration Plan (Applicable Section(s) Only)	Yes	PHA Letter	09/08/2016
10. CoC-HMIS MOU (if referenced in the CoC's Governance Charter)	No	HMIS MOU	09/09/2016
11. CoC Written Standards for Order of Priority	No		
12. Project List to Serve Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
13. HDX-system Performance Measures	Yes	New Bedford HDX S...	09/08/2016
14. Other	No	New Bedford Cert ...	09/08/2016
15. Other	No	Project Selection...	09/08/2016

Attachment Details

Document Description: Evidence of Denial

Attachment Details

Document Description: Evidence of Website Posting of 2016 CoC Consolidated Application

Attachment Details

Document Description: NB CoC Rank and Review Process (Procedure)

Attachment Details

Document Description: Evidence of Website Posting of Rank/Review

Attachment Details

Document Description: Reallocation Plan

Attachment Details

Document Description: CoC By-Laws (Governance Charter)

Attachment Details

Document Description: New Bedford HMIS Policies & Procedures with Governance Charter, etc.

Attachment Details

Document Description:

Attachment Details

Document Description: PHA Letter

Attachment Details

Document Description: HMIS MOU

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: New Bedford HDX System Performance Measures

Attachment Details

Document Description: New Bedford Cert of Consistency with ConPlan

Attachment Details

Document Description: Project Selection Documentation and COC Written Standards

Submission Summary

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

Page	Last Updated
1A. Identification	08/25/2016
1B. CoC Engagement	08/25/2016
1C. Coordination	09/09/2016
FY2016 CoC Application	Page 62
	09/09/2016

1D. CoC Discharge Planning	08/25/2016
1E. Coordinated Assessment	09/06/2016
1F. Project Review	08/25/2016
1G. Addressing Project Capacity	08/25/2016
2A. HMIS Implementation	09/08/2016
2B. HMIS Funding Sources	08/29/2016
2C. HMIS Beds	08/29/2016
2D. HMIS Data Quality	09/08/2016
2E. Sheltered PIT	08/29/2016
2F. Sheltered Data - Methods	09/02/2016
2G. Sheltered Data - Quality	09/09/2016
2H. Unsheltered PIT	08/29/2016
2I. Unsheltered Data - Methods	09/02/2016
2J. Unsheltered Data - Quality	09/02/2016
3A. System Performance	09/08/2016
3B. Objective 1	09/09/2016
3B. Objective 2	09/07/2016
3B. Objective 3	09/09/2016
4A. Benefits	09/07/2016
4B. Additional Policies	09/08/2016
4C. Attachments	09/09/2016
Submission Summary	No Input Required



City of New Bedford

Department of Planning, Housing & Community Development

608 Pleasant St, New Bedford, Massachusetts 02740
Telephone: (508) 979.1500 Facsimile: (508) 979.1575

PATRICK J. SULLIVAN
DIRECTOR

August 30, 2016

Kathleen Schedler-Clark
Executive Director
Steppingstone, Inc.
522 North Main Street
Fall River, MA 02720-3509

RE: APPLICATION FOR BONUS PH FUNDING
WOMEN'S PERMANENT HOUSING PROGRAM

Dear Ms. Schedler-Clark:

This letter is intended to memorialize the information provided to you previously at the August Homeless Service Provider's Network [HSPN] meeting on Thursday, August 18, 2016 relative to the above-captioned proposal Steppingstone submitted for funding consideration in this year's Continuum of Care [CoC] competition in New Bedford.

The HSPN's Performance Review Committee [PRC] met and conducted reviews and evaluations of all new and renewal proposals submitted for consideration and ranking in this year's 2016 CoC Funding Competition. Its recommendation for project ranking to the HSPN membership included scoring for each of the two permanent housing proposals submitted for bonus funding. Unfortunately the scoring was such that Steppingstone's "Women's Permanent Housing Program" was ranked lower than that which was submitted by another agency.

Because of the limited funding available to the New Bedford continuum in this round for such bonus projects, only the higher ranked project has been invited to submit a full application for new funding. As a result, Steppingstone's proposed new program will not be included in this year's CoC application.

Please contact Patrick Sullivan at PatrickS@newbedford-ma.gov with any questions.

Respectfully,



Jennifer Clarke, AICP
Deputy Director Planning & Community Development

SNAPSHOT OF WEBPAGE SHOWING COC CONSOLIDATED APPLICATION POST



The screenshot shows a web browser window with the URL <http://www.nbhspn.com/coc/>. The page title is "NEW BEDFORD HOMELESS SERVICE PROVIDERS NETWORK [HSPN]". The navigation menu includes: HSPN Home, Agencies, Membership, Events, 2016 CoC Funding Competition, Organization, Resources, News, and Contact Us. The main content area features several sections:

- Continuum of Care Funding Competition**
 - 2016 Ranking of Proposals**

(Sent to HSPN membership listserve on August 19, 2016.)

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 - 2016 Reallocation Plan , Ranking and Review Process**

In anticipation of each CoC funding cycle, the City of New Bedford's Continuum of Care [Homeless Service Provider's Network or "HSPN"] issues its guidance regarding its policies/process for the reallocation of funding from an existing project to a new permanent supportive housing project. A copy of the **CoC's 2016 Reallocation Plan is available here**. In addition, the process used by the CoC in the review, evaluation and ranking of renewal, new and reallocation projects is annually updated and made available to the CoC, project applicants and the community. **The 2016 Ranking and Review Process is available here**.
 - 2016 Request for Proposals**

(Sent to HSPN membership listserve and posted July 5, 2016; correction made to new project application July 8, 2016.)

The City of New Bedford's Department of Planning, Housing & Community Development [DPHCD] issued a **Request for Proposals or "RFP" available here** for 2016 applications for funding from the U.S. Department of Housing and Urban Development [HUD]. The RFP notice included a [CORRECTED] application for **new projects available here** (including those created as a result of a reallocation process) and for **renewal projects available here** to be used for existing CoC permanent supportive housing and CoC rapid rehousing programs. Please contact Jennifer Clarke, Deputy Director DPHCD at Jennifer.Clarke@newbedford-ma.gov with any questions.
 - 2016 Collaborative Application**

Interested in checking out a copy of New Bedford's 2016 CoC Collaborative Application? You can access that here at: **2016 CoC Application**. This is a copy of the final collaborative application as submitted to HUD.
 - 2016-2017 New Bedford Continuum of Care Community Priorities**

(Sent to HSPN membership and posted July 6, 2016)

The browser's taskbar at the bottom shows the time as 4:57 PM on 9/8/2016.



COC REVIEW and RANKING PROCESS.2016

The New Bedford Continuum of Care has established a Performance Review Committee that is charged with evaluating the performance of Continuum of Care (CoC) and Emergency Solutions Grant (ESG) funded programs and overseeing the Rank and Review process for the annual Continuum of Care funding cycle. The New Bedford Continuum of Care is also known as the Homeless Service Providers Network (HSPN).

The Performance Review Committee (PRC) is comprised of HSPN members who are knowledgeable about homelessness and housing in our CoC and who are broadly representative of the relevant sectors, subpopulations, and geographic areas. The PRC is comprised of representatives from a cross-section of groups in the HSPN including; faith-based providers, private sector, non-profit providers of homeless services and housing, and City of New Bedford staff. The PRC is also comprised of members that have no financial or interest in any CoC-funded program. The projects will be evaluated on a 90 point basis. For each section of the application, the PRC members will be asked to assign a score that is based on information in the application, the quantitative review, and the site visit (if applicable) for each project.

General Responsibilities of the Performance Review Committee [PRC]:

The PRC meets quarterly to review performance and outcomes from CoC and ESG funded programs. The City of New Bedford's Department of Planning, Housing and Community Development's (DPHCD) provides detailed quarterly monitoring reports to the PRC to fully evaluate program performance. The PRC also meets to discuss the annual request for proposals application process, and provides feedback and considers information gained on behalf of the CoC over the past year and makes revisions to the application. The committee also considers asking new members to join the committee and participate on the review team.

The Committee's responsibility revolves around the complete review and ranking of CoC applications received through an RFP process that seeks funding through the Continuum of Care Application process and providing a recommendation to the Homeless Service Provider Network (HSPN).

There are four (4) primary responsibilities of the PRC:

1. **Review all applications** for funding:
Review any new project submittals.
Review any proposed reallocations.
Review all existing CoC Programs that are eligible for renewal.
2. **Evaluate and assess the proposals** in light of the Continuum's existing needs and gaps, as well as the funding HUD will make available.
3. **Rank all projects.** The project ranking is established through the PRC review and evaluation process. The committee reviews the process and all scoring in order to adopt the ranking. Projects projected to fall into Tier 2 are contacted and notified of their ranking and offered the opportunity to go over the project's scores. Afterwards, the ranking is shared with Membership. At that time, each project receives a copy of their individual scores and is given the opportunity to meet with the Collaborative Applicant to debrief.
4. **Make a recommendation** for a slate of projects to be funded in order of priority and by tier in accordance with HUD funding criteria to the full HSPN membership for a formal vote. The ranking is shared with the HSPN and posted on the City's website. Each project receives a copy of their individual scores and is given the opportunity to meet with the Collaborative Applicant to debrief.

Review Process

The PRC will evaluate projects that must meet minimum project eligibility, capacity, timeliness, and performance standards. Information will be evaluated from Annual Performance Reports (APRs), information derived from desktop and on-site monitoring including monitoring reports and A-133 audit reports as applicable and performance standards on prior grants in addition to assessing a project on the following criteria:

- Applicant's performance against plans and goals;
- Timeliness standards;
- Applicant's performance in assisting program participants to achieve and maintain independent living and record of success;
- Financial management accounting practices;
- Timely expenditures;
- Capacity; and
- Eligible activities

Project Tiering

When the NOFA is released, the priorities and tiering outlined in the application are strategically applied by the CoC to the project ranking. Reallocation, new projects, and other CoC priorities are considered through CoC discussions. The tiering is presented by the PRC based on projects that meet a high priority, are high performing, and meet the needs and gaps as identified in the CoC.

Bonus Projects

Each year, there may be bonus funds available. The CoC is permitted to apply for one (1) bonus project, which will compete nationally against other bonus projects on a HUD scoring system set forth in the NOFA. HUD will notify the CoCs as to what the bonus funds may be used for. The bonus project will complement and fill an unmet need. The application for a bonus project is a separate RFP. The reviewers will score and rank the bonus projects in accordance with criteria set forth in the RFP. The bonus projects will be part of the overall project review and ranking process completed by the PRC and submitted to the full HSPN for a formal vote.

Reallocation

Reallocation is the process by which the CoC shifts funds, in whole or in part, from existing eligible renewal grants to create new projects for CoC Program funds. The CoC decides this by looking at projects that may be underperforming and by assessing gaps within the CoC. The CoC can decide to repurpose a project to address such unmet need. CoC funded agencies may voluntarily choose to reallocate CoC funds. These will be reviewed by the PRC team as well. Those agencies who choose to voluntarily reallocate will receive priority in the reallocation ranking process.

Appeals Process:

Agencies that question the ranking and review process and feel that they have been unfairly eliminated from the competition may file an appeal with the CoC through the City's Department of Planning, Housing and Community Development. An appeal may not be submitted if the basis of the appeal is one of the following: the applicant did not answer all the questions on the application, the applicant did not submit the application with all required attachments, or the applicant did not submit by the required deadline. Applicants whose project was rejected may appeal the local CoC competition decision to HUD if the project applicant believes it was denied the opportunity to participate in the local CoC planning process in a reasonable manner and they may submit a Solo Application in e-snaps directly to HUD prior to the application deadline. The CoC's notification of rejection of the project in the local competition must be attached to the Solo Application. If the CoC fails to provide written notification outside of e-snaps, the Solo Applicant must attach evidence that it attempted to participate in the local CoC planning process and submitted a project application that met the local deadlines, along with a statement that the CoC did not provide the Solo Applicant written notification of the CoC rejecting the project in the local CoC competition. The appeal must be based on the fact that a decision made by the PRC regarding the ranking, rejection, or funding of their project was prejudicial, unsubstantiated by project performance, or in violation of the 2016 Continuum of Care Guidelines.

CITY OF NEW BEDFORD, MASSACHUSETTS CONTINUUM OF CARE

INCLUDED WITHIN THIS ATTACHMENT:

1. SNAPSHOT OF WEBPAGE SHOWING RANKING AND REVIEW PROCESS (PROCEDURE) POST
 2. RANKING DOCUMENT
 3. SNAPSHOT OF WEBPAGE SHOWING RANKING DOCUMENT POST
-

1. SNAPSHOT OF WEBPAGE SHOWING RANKING AND REVIEW PROCESS (PROCEDURE) POST

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In anticipation of each CoC funding cycle, the City of New Bedford's Continuum of Care [Homeless Service Provider's Network or "HSPN"] issues its guidance regarding its policies/process for the reallocation of funding from an existing project to a new permanent supportive housing project. A copy of the **CoC's 2016 Reallocation Plan is available here.** In addition, the process used by the CoC in the review, evaluation and ranking of renewal, new and reallocation projects is annually updated and made available to the CoC, project applicants and the community. **The 2016 Ranking and Review Process is available here.**
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 - 2016-2017 New Bedford Continuum of Care Community Priorities**

(Sent to HSPN membership and posted July 6, 2016)

The HSPN membership adopted its CoC Community Priorities at its June 16, 2016 regular meeting. Those priorities are available here: **2016 CoC Community Priorities.**

The browser's taskbar at the bottom shows the time as 3:05 PM on 8/19/2016.

2. RANKING DOCUMENT

FY2016 Final CoC Rank and Order of Projects

RANK	PROJECT NAME	PROJECT TYPE	FUNDING	POINTS AWARDED
REALLOCATION and RENEWAL PROJECTS (RATED ON A SCALE OF 90 POINTS)				
1	HMIS New Bedford	HMIS	\$ 29,524	
2	Family Preservation Program	PH	\$ 260,920	79.0
3	Portico	PH	\$ 591,092	78.5
4	Prism	PH	\$ 109,030	78.5
5	Step Up	PH	\$ 277,130	76.3
6	Welcome Home	PH	\$ 170,590	75.4
7	The Call	SSO	\$ 46,757	75
8	Transition to Stability	RRH	\$ 81,948	75
TOTAL TIER 1			\$ 1,566,991	
8	Transition to Stability	RRH	\$ 117,958	75
SUB TOTAL TIER 2			\$ 117,958	

BONUS PROJECTS (RATED ON A SCALE OF 100 POINTS)				
9	Endurance Program - Catholic Social Services	RRH	\$ 90,138	94
10	Women's Permanent Housing Program - Steppingstone	PH	\$ 90,216	87
SUB TOTAL TIER 2 (Top ranking bonus project, only)			\$ 90,138	
TOTAL TIER 2			\$ 208,096	

New Bedford Preliminary Pro Rata Need	\$1,804,321
New Bedford Annual Renewal Demand (ARD)	\$1,684,939
Amount Available for Tier 1 (93% of ARD)	\$1,566,993
Total Amount Being Requested for Tier 1	\$1,566,991
Amount Available for Bonus	\$90,216
Difference Between ARD and Tier 1	\$117,946
Amount Available for Tier 2 (Difference between the ARD and Tier 1 + Bonus)	\$208,162
Total Amount Being Requested for Tier 2 (Tier 2 + Bonus)	\$208,096

NOTES:

- The projects ranked 1 - 10 above were ranked and rated according to the City of New Bedford's Ranking and Review process.
- HUD requires the HMIS Project, unranked, to be listed in Tier 1.
- Because of the cap on Tier 1 funding, one project [TRANSITION TO STABILITY] had to be funded in both Tier 1 and Tier 2. HUD is permitting such "straddling" this year under the NOFA.
- The PH bonus project allowance (\$90,216) plus the Tier 2 amount available together constitute the TOTAL amount being requested.
- Two bonus projects for new permanent supportive housing were submitted. The Endurance Program - Catholic Social Services ranked higher and was selected by the Performance Review Committee as a new project submission.

This FY16 Final Rank and Order of Projects was presented by the New Bedford CoC's (Homeless Service Providers Network [HSPN]) Performance Review Committee at the August 18, 2016 meeting of the HSPN.

The membership unanimously approved this recommendation with funded agencies abstaining from the vote.

3. SNAPSHOT OF WEBPAGE SHOWING RANKING DOCUMENT POST

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Continuum of Care Funding Competition

2016 Ranking of Proposals

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Background

The U.S. Department of Housing and Urban Development (HUD) requires that CoCs carefully evaluate and review all renewal projects and to develop a reallocation process for projects funded with CoC funds. Reallocating funds is an important tool used by CoCs to make strategic improvements to their homelessness system. Through reallocation, the CoC can create new projects that are aligned with HUD's goals, by eliminating projects that are underperforming or are more appropriately funded from other sources. Reallocation is particularly important when new resources are not available.

A. Reallocation Policy

All renewal projects are reviewed by the Department of Planning, Housing and Community Development (DPHCD) and the Performance Review Committee (PRC) of the Homeless Service Provider Network (HSPN) to determine how the project performed and determine if a project should be considered for reallocation. The HSPN develops annual performance standards for all programs and the review of performance through quarterly and annual performance reports is integral to the evaluation process. The DPHCD staff monitors all programs through review of quarterly reports and comprehensive assessment of agency capacity and ability to implement performance measure goals and objectives. The DPHCD provides technical assistance to the PRC to assist in the overall evaluation process.

The recommendation for reallocation is based on any one of the following HUD criteria and the overall score of the project evaluation:

- 1) Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;
- 2) Audit finding(s) for which a response is overdue or unsatisfactory;
- 3) History of inadequate financial management accounting practices;
- 4) Evidence of untimely expenditures on prior award;
- 5) History of other major capacity issues that have significantly impacted the operation of the project and its performance;
- 6) Timeliness in reimbursing sub recipients for eligible costs. HUD will consider a project applicant as meeting this standard if it has drawn down grant funds at least once per month;
- 7) History of serving ineligible persons, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes; or
- 8) Programs did not consistently meet the CoC performance measures.

B. Involuntary and Voluntary Reallocations

Involuntary Reallocations are primarily based on two criteria:

- Programs that have the lowest score in the evaluation process
- Programs that have unspent funds in the most recent FY ending.

The PRC will evaluate and determine if programs will have a full or partial reallocation of funding. Well performing programs that have unspent funding will be subject to review of possible partial reallocation of unspent funds.

All funds freed through involuntary reallocations may be made available for one or more new projects. If no new project applications are submitted, funds will remain available for the original renewal projects.

Project applicants that are subject to partial involuntary reallocation must develop a plan to continue with their renewal project, with the reduced level of funding. This includes HUD contract compliance for numbers of persons served and the types of services provided. It may be possible to seek a contract amendment from HUD for some changes; applicants should contact their HUD representative to discuss any options for amendment. If the reduction in funding will result in loss of assistance for persons currently served by the program, the applicant must develop a transition plan for these persons.

C. Voluntary Reallocation

For projects not listed above for involuntary reallocation, an applicant may choose to reallocate funds from an existing renewal project, to free additional funds for one or more new projects. If the same applicant wishes to apply for a new project using those same funds, the following parameters apply:

- The applicant may choose to reallocate all or a portion of their renewal funds to create the new project.
- The applicant will have “first rights” to the funds that are freed as a result.

The applicant may also choose to compete for a portion or all of the funds available to the CoC through involuntary reallocation of other projects or bonus funds.

Through the reallocation process, the CoC ensures that projects submitted with the CoC Collaborative Application best align with the HUD CoC funding priorities and contribute to a competitive application that secures HUD CoC dollars to address and end homelessness in New Bedford. The CoC will make decisions based on alignment with HUD guidelines, performance measures, and unspent project funds.



CITY OF NEW BEDFORD CONTINUUM OF CARE HOMELESS SERVICE PROVIDER NETWORK (HSPN)



Governance Bylaws - Established February 2003;
Amended March 21, 2013 and August 18, 2016

ARTICLE I: INTRODUCTION, PURPOSE and MISSION

Section 1.0: Introduction

The City of New Bedford coordinates a comprehensive response to homelessness through an organized Continuum of Care process. This Continuum of Care [CoC] is rooted in the City's Homeless Service Providers' Network (HSPN), a collective of community organizations, agencies, and individuals committed to working together to end homelessness.

New Bedford's CoC encompasses the entire range of services and housing needed to prevent and eliminate homelessness in the City. The HSPN, as the CoC's membership component, works to create a strategic and efficient system that includes preventative services, emergency shelters and permanent housing.

To support these efforts on an annual basis, the U.S. Department of Housing and Urban Development (HUD) issues a Notice of Funding Availability (NOFA) that competitively seeks applications for Continuum of Care for permanent housing for persons who are experiencing homelessness according to HUD definitions and meet the eligibility criteria and priorities as defined within CoC's written standards as amended. This NOFA requires evidence that the Continuum of Care coordinates a community-driven strategic approach relying on a series of performance targets that will ultimately lead to the elimination of homelessness within the CoC. As the HSPN regularly meets and works on issues, strategies, and active solutions from its membership in addressing homelessness, the City of New Bedford, through its Continuum, has successfully applied for and received HUD funding since 1996.

These bylaws have been developed in order to minimize questions of procedure, expectation, and responsibility within the HSPN, thereby ensuring that the work of the HSPN remains on target and focused on the product and its substance in the future.

Section 1.1: Purpose

The HSPN is the membership component of the City of New Bedford's Continuum of Care for outreach to vulnerable populations and to ensure the movement of those individuals and families through a compassionate system of housing and support into permanent independent housing. In so doing, the HSPN strives to:

- 1) Provide a network which shares ideas, concerns, and resources applicable to homeless issues and to foster collaboration in addressing the needs of the homeless;
- 2) Increase community awareness and dialogue as to precipitators of homelessness, the needs of those experiencing homelessness and ways to strategically end homelessness in this community.
- 3) Participate actively in state and local advocacy for homeless issues. It does so by adhering to its mission statement, which was revised and adopted by the membership in 2003.

Section 1.2: Mission Statement

"To advocate on behalf of homeless individuals and families by enlisting the cooperation of homeless providers and organizations, to improve the accessibility of existing public resources, to maintain statistical data on the homeless population, and to provide supportive services and empowerment strategies to allow these individuals and families to be

integrated into the community through a compassionate continuum of care system. The HSPN is committed to the concept that each person is entitled to live in dignity.”

Section 1.3: Responsibilities

- 1) Continuum of Care Planning – The HSPN, acting through its administrative agent, New Bedford’s Department of Planning, Housing & Community Development, ensures the implementation and coordination of a housing and service system that encompasses the following:
 - Outreach, engagement, and assessment;
 - Shelter, housing, and supportive services;
 - Prevention strategies
- 2) Point-in-Time Count – The HSPN conducts at least a biennially point-in-time count of homeless persons within the Continuum of Care
- 3) Gaps Analysis – The HSPN conducts a periodic gaps analysis of the homeless needs and services available within the Continuum of Care
- 4) Consolidated Plan – The City of New Bedford’s Department of Planning, Housing & Community Development, in its role as the CoC administrator and collaborative applicant, will solicit input from the HSPN relating to the homeless needs assessment and homeless facilities components of the Consolidated Plan
- 5) Emergency Solutions Grant Consultation – The HSPN will consult with the Commonwealth of Massachusetts and the City of New Bedford’s Emergency Solutions Grants program on the city’s plan for allocating Emergency Solutions Grants program funds and reporting and evaluating the performance of Emergency Solutions Grants program recipients
- 6) Preparing an application for funds - The City of New Bedford’s Department of Planning, Housing & Community Development is recognized as the HUD Collaborative Applicant and is responsible for overseeing the HSPN’s development of applications and the approval and submission of applications in response to a NOFA published by HUD annually
- 7) Other tasks and projects as identified

Article II: Members and Membership Meetings

The HSPN membership is open to organizations including those state and local agencies, public housing authorities, non-profit organizations, business entities, legal /law enforcement, faith-based organizations, developers, educational, victim service providers, school districts, mental health agencies, hospitals and medical communities, organizations that serve veterans, homeless and formerly homeless individuals and other related organizations, community groups and interested citizens that are part of the City’s Continuum of Care and are involved in anticipating, addressing, working with and remediating homelessness and its precipitating factors within New Bedford.

Interested individuals or organizations may obtain a Membership Application from the HSPN’s website or through the HSPN Administrative Agent (the City’s Department of Planning, Housing & Community Development). New members must be approved by the HSPN Executive Committee at a regularly scheduled Executive Committee Meeting. Each member organization shall have one vote in HSPN business.

In addition to these organizations, the HSPN also invites individuals who are either currently, or have previously experienced homelessness, to participate as members; although in order to ensure privacy and confidentiality, the HSPN does not maintain a roster of such names unless given the authority to do so by the individual.

Governing Rules of Order: Unless otherwise specified by these bylaws, the HSPN will be governed by Robert's Rules of Order. Meetings of the HSPN are public meetings and are open to all, whether or not they are a member.

Section 2.0: Levels of Membership

Only active members are given a voice in the decision-making process for issues brought before the HSPN (affording one vote per member organization and homeless consumer on issues requiring a vote). Such issues may include the identification of homeless needs and prioritization of projects for the annual Continuum of Care application. Active membership also allows organizations access to federal homelessness funds received from HUD and administered by the City of New Bedford Department of Planning, Housing and Community Development; only HSPN members in good standing may qualify to submit proposals for HUD funding.

Section 2.1: Membership Agreement

The HSPN Membership Agreement is an annually signed pledge of commitment to participate in the HSPN and serves as the basis of voting membership in the network. Membership agreements should be distributed, executed, and returned to the HSPN Chair or designee. Membership is held either by an organization, agency or office (rather than individually by employees or members of those entities) and is also held individually only by those who are, or formerly were, homeless or in other circumstances as may be determined by the HSPN Executive Committee. In order to retain the privilege of being a voting member, an organization or homeless consumer must maintain active membership in the HSPN.

Section 2.1.1: Member

A member is any organization matching the above criteria who agrees to the obligations and privileges of being a member of the HSPN. Such agreement is formalized by completing and signing a Membership Agreement. Attendance at seventy-five percent (75%) of the regular monthly HSPN meetings is encouraged. An organization is defined as a provider of services to assist homeless persons toward self-sufficiency. An organization that provides funding for homeless services is also eligible for membership.

Section 2.1.2: Non-Voting Member

A Non-Voting Member is one who does not have voting rights.

a) A member organization, as identified in Section 2.1, may choose to be a non-voting member. They will retain all other benefits of membership.

An individual or organization that does not meet the organization definition in Section 2.1 may join as a non-voting member, as long as they subscribe to the purposes and basic policies of the HSPN.

Section 2.1.3: Representatives and Alternates

Each member organization may have one or more representatives. Organizations may have more than one individual attend meetings; however the organization must designate only one representative for voting purposes.

Section 2.2: Resignation of Members

Any member organization may resign from the HSPN by delivering a written resignation to the HSPN Chair or designee.

Section 2.3: Termination of Membership

Membership in the HSPN may be terminated for any action by a member who repeatedly violates the mission, spirit or purpose of the HSPN. Removal based on detrimental actions shall require the affirmative vote of three-quarters ($\frac{3}{4}$) of the HSPN's Executive Committee a part of which must include the City of New Bedford's Department of Planning, Housing & Community Development representatives on the Executive Committee. At the meeting, the member shall be entitled to respond to the stated reasons for the termination and be heard in his or her own defense.

Section 2.3.1: Reinstatement of Membership

If a member has been terminated, they may reinstate their membership by submitting a letter to the HSPN Chair or designee which will be presented to the HSPN Executive Committee for a formal vote.

Section 2.4: Rights of Members

Membership to the HSPN includes receiving updates on issues relating to homelessness, voting privileges on HSPN business, and the opportunity to serve on or lead one of many subcommittees or projects.

Section 2.5: Meetings

- a) **Monthly Meetings**: Monthly meetings of the HSPN are held at the City of New Bedford's Department of Planning, Housing and Community Development, 608 Pleasant Street, New Bedford on the third Thursday of the month, unless otherwise stated. Notices of each meeting and minutes of previous meetings shall be distributed to each member, electronically or by mail.
- b) **Conduct of Business**: Members present shall constitute a quorum (a quorum is at least forty percent [40%] of voting membership) to conduct business at any regular meeting. Business may be conducted and issues voted on at any scheduled monthly meeting. Passage of any motions will be by simple majority of those voting members present. In rare situations when an urgent need arises that cannot wait for the next scheduled meeting of the HSPN and a vote of members is required, a vote by email may be conducted. A quorum of responses is still required and all members must be contacted and their responses posted to all members.
- c) **Balloting**: Voting shall be conducted by either a voice vote or show of hands of previously designated voting members at the call of the Chair or his/her designee. Email votes shall be sent through the Department of Planning, Housing & Community Development.
- d) **Conflict of Interest**: No member shall cast a vote on, nor participate in, any decision-making capacity on the provision of services by such member (or any organization which that member directly represents), nor on any matter which would provide any direct financial benefit to that member. If a matter arises which places a member in a conflict of interest situation or a potential conflict of interest situation, that member will notify the HSPN Chair or designee and abstain from voting.
- e) **Minutes**: Minutes of all meetings shall be promptly recorded and a copy provided to each HSPN member by email prior to the next regularly scheduled meeting and/or be made available in paper format on the day of the next regularly scheduled meeting.
- f) **Attendance**: Records of attendance, reports, and the names of motion-makers will be included in the minutes and a complete record maintained by the Department of Planning, Housing & Community Development.
- g) **Special Meetings**: Special meetings of the membership may be called by the HSPN Chair or designee upon written notice to all members at least five (5) calendar days in advance of the meeting.
 - i. Forty percent (40%) of voting membership shall constitute a quorum to conduct business at any special meeting.
 - ii. No business shall be transacted at a special meeting other than that identified for which the meeting was called.

Article III: Officers, Nominations, Elections, and Terms of Office

The officers of the HSPN shall consist of the Chair, Vice-Chair, Clerk, and Immediate Past Chair.

Section 3.1: Nomination for Officers

At the regular meeting of the HSPN held in November of each year, the Chair will facilitate the selection of a Nominating Committee. The Nominating Committee will consist of an odd number of members of the HSPN, totaling no less than three (3), nor more than seven (7) members. Any member of the HSPN may serve on the Nominating Committee with the exception of the Chair and Vice-Chair.

- a) The Nominating Committee will solicit recommendations for officers from the membership of the HSPN including HSPN Chairperson, Vice-Chair, Clerk and Executive Committee Members. Nominees will indicate their willingness and eligibility to serve for each position. The Nominating Committee will then submit a slate of officers to the HSPN membership by mail or email one month prior to the election date in January.
- b) At the January HSPN meeting, the Nominating Committee, acting through its chair, will present its slate of nominees and entertain any additional nominations from the floor for each position. The Nominating Committee chair will then call for a vote from the HSPN membership.
- c) The Chairperson, Vice-Chairperson, Clerk, and Immediate Past Chair shall be elected by a majority vote for one (1) year term beginning in January and ending on December 31st. The Chairperson, Vice-Chairperson, and Clerk shall be eligible to serve again in the following year. The members of the Executive Committee cannot serve in the same position for more than two (2) consecutive terms defined as two (2) two-year terms for a total of four (4) years with the exception of staff from the Department of Planning, Housing & Community Development whose terms shall not expire for the duration of their professional work with the HSPN. Any exceptions will require a simple majority of votes of the Executive Committee and the HSPN.

Section 3.2: Elections and Voting for Officers

Voting members of the HSPN present at the meeting in January will vote for the slate of officers and the Executive Committee as presented by the Nominations Committee. The slate of officers and Executive Committee will be accepted by a simple majority of votes from those voting members present at the meeting.

Section 3.3: Powers and Duties of the Chair, Vice-Chair, Clerk and Immediate Past Chair

Officers. For the purposes of carrying out the mission of the HSPN the membership shall annually elect a Chair, Vice-Chair, Clerk, and Immediate Past Chair from among its membership.

All four (4) officers shall be considered full voting members on the Executive Committee.

Chair. The HSPN Chair shall be responsible for convening all plenary meetings of the HSPN and shall also:

- Preside at and conduct all meetings of the HSPN
- Work with the Vice-Chair in all matters of the HSPN, keeping that officer apprised of all details of the organization relevant to the execution of his or her duties
- Finalize all HSPN agendas with the designated staff from the Department of Planning, Housing & Community Development based on agenda recommendations from the Executive Committee
- Represent the HSPN at any community or public event to which such representation is requested
- Represent the views of the HSPN in public and through the media provided such views accurately represent the consensus of the membership and its Executive Committee

- Designate a member of the Executive Committee to preside over an HSPN meeting in the case of his/her absence and the absence of the Vice-Chair
- Communicate any administrative issues and concerns with the Executive Committee and ~~shall have such~~ other powers and duties consistent with these Bylaws as may be assigned from time to time by the members
- Appoint interim Chairs for new committees
- Serve as a voting member of the Executive Committee

Vice-Chair. The HSPN Vice-Chair shall be responsible for assisting the HSPN Chair in administering the HSPN and shall also:

- Preside at and conduct all meetings of the HSPN in the absence of the Chair
- Work with the Chair in all matters of the HSPN, keeping that officer apprised of all details of the organization relevant to the execution of his or her duties
- Assist in finalizing all HSPN agendas with the designated staff from the Department of Planning, Housing & Community Development based on agenda recommendations from the Executive Committee in the absence of the Chair
- Represent the HSPN at any community or public event to which such representation is requested in the absence of the Chair
- At the request of the Chair and/or Executive Committee, represent the views of the HSPN in public and through the media provided such views accurately represent the consensus of the membership and its Executive Committee
- Communicate any administrative issues and concerns with the Chair and Executive Committee
- Serve as a voting member of the Executive Committee

Clerk. The HSPN Clerk shall be responsible for assisting the HSPN Chair in ensuring the paperwork of the HSPN is properly handled and shall:

- Preparation of a draft of the minutes of each meeting, working with designated staff from the Department of Planning, Housing & Community Development.
- Review any correspondence from the Communications Committee prior to sending to the media to ensure consistency with the membership's consensus and directive
- Serve as a liaison between designated staff from the Department of Planning, Housing & Community Development and the Executive Committee in maintaining an updated membership roster, resource guide and contact list

Immediate Past Chair. The HSPN Immediate Past Chair shall assist the Executive Committee in any and all matters.

- Assist the Chair in HSPN business as directed
- Serve as Chair of the Nominations Committee

Section 3.4: Resignation

Any officer may resign at any time by delivering a written resignation to the HSPN Chair. The acceptance of such resignation, unless required by the terms thereof, shall not be necessary to make the resignation effective.

Section 3.5: Removal

Any officer may be removed from office by a two-thirds ($\frac{2}{3}$) majority vote of the voting members of the HSPN Executive Committee at a duly held meeting of the Committee. A quorum of the Executive Committee must be present at this meeting. Proper notice specifying the proposed removal shall be given one week prior to any meeting of the membership in which removal shall be considered.

Section 3.6: Vacancies

If a vacancy occurs on the Executive Committee (described in Section 4.2), that vacancy shall be filled as follows:

- a) If the Chair position is made vacant, the Vice-Chair will become the Chair and will assume all duties and responsibilities of this position.
- b) If the Vice-Chair position is made vacant, it will remain unfilled until the next election. Should a Vice-Chair be needed to fill the role of the Chair during this vacancy, the immediate Past Chair will assume this duty.
- c) If the Clerk position is made vacant, the Vice-Chair will assume this role in addition to the Vice-Chair role or the Chair will appoint another member of the Executive Committee to assume this role. If there is no one able to fulfill this obligation, the Chair may solicit nominations from the general membership and a majority of a quorum of the HSPN membership may vote to accept the nomination.
- d) If the Immediate Past Chair position is made vacant, it will remain unfilled until the next election.
- e) If a non-officer position is made vacant before the term of the Executive Committee member expires, the Executive Committee shall elect a representative to replace that member.

Article IV: Committees

Section 4.1: Standing Committees:

The HSPN shall have the following standing committees:

Executive	Performance Review	Coordinated Entry
Nominating	Supportive Services	HMIS/Data
CoC Application	Point-in-Time Count	Rise Up for Homes

This Section shall also address the CoC's relationship with the South Coast Network to End Homelessness (SoCo) and its committees in which the HSPN participates.

All meetings shall be announced and open to any HSPN member who wishes to attend.

Executive Committee:

The purpose of the Executive Committee is to direct and manage the activities of the HSPN and provide policy guidance to the Continuum of Care Coordinator (City of New Bedford through the Department of Planning, Housing and Community Development). The Executive Committee shall be an elected body with no less than seven (7) nor greater than thirteen (13) members. The HSPN Chair, Vice-Chair, Clerk, and Immediate Past Chair shall hold four (4) of those seats while two (2) staff members representing the City's Department of Planning, Housing and Community Development shall hold an additional two (2) seats. The remaining two through seven (2-7) seats shall be elected and filled on an annual basis, with at least one (1) seat held by a homeless or formally homeless person and one (1) seat held by a representative of an agency receiving Emergency Solutions Grant (ESG) funding. Primary functions include:

- Provide guidance to the officers of the HSPN in carrying forth the mission of this Continuum
- Set forth annual goals for the HSPN's operation (distinct from Continuum of Care programmatic goals)
- Establish membership goals and ensure recruitment of new members and relationship-building within existing membership
- Communicate any administrative issues and concerns with the Officers and the Department of Planning, Housing and Community Development

- Work with the HSPN Chair in addressing and framing current issues from the perspective of the Continuum of Care and mission of the HSPN
- Develop a quarterly framework for HSPN agendas
- From among its membership, provide representation for the HSPN at community or public event to which such representation is requested in the absence of the Chair and Vice-Chair

Nominating Committee:

The Nominating Committee will consist of an odd number of members of the HSPN, totaling no less than three (3), nor more than seven (7) members. Any member of the HSPN may serve on the Nominating Committee with the exception of the Chair and Vice-Chair of the HSPN. One City of New Bedford’s Department of Planning, Housing and Community Development Executive Committee member will be an ex-officio member of the Nominating Committee. The Nominating Committee will carry out its duties per Section 3.1.

Continuum of Care Application Committee:

The Continuum of Care Application Committee is charged with the responsibility of reviewing the NOFA and the requirements of the annual Continuum application so as to guide the HSPN in the development and refinement of Continuum-wide strategies, resources needs, and issues critical to the application process. The direct personnel of those organizations receiving Continuum of Care Program funding through the NOFA process shall be expected to participate in this specific responsibility including the completion of collaborative application sections as may be assigned should they not already be elected members of the Executive Committee.

Performance Review Committee:

The Performance Review Committee reviews Performance Reports and other reports submitted by McKinney-Vento funded programs and provides analysis to the HSPN as to strengths, weaknesses, and ongoing program/systemic issues. The committee reviews the annual ranking for project applications for submittal to HUD, monitors the status of the Continuum’s HMIS compliance, reviews the results from the annual Point-in-Time survey in an effort to produce accurate and statistically reliable data and reviews any other materials/data as may be warranted to ensure excellence in performance both by programs and the CoC system as a whole.

Supportive Services Committee:

The Supportive Services Committee will work to continue current success in connecting all mainstream resources to clients and to the extent practicable, coordinate with state and local discharge planning efforts to ensure discharged persons are not released directly to the streets or emergency shelters. The committee will assist in developing policies to ensure that case managers/advocates are properly trained and knowledgeable of application and appeal processes for mainstream benefits while providing recommendations to the HSPN Executive Committee as to speakers and training that may assist providers within the Continuum. The committee will ensure Continuum-wide collaboration with State and regional offices that administer mainstream program resources, e.g., Medicaid, food stamps, employment assistance, welfare assistance, and mental health services.

Point-In-Time Count Committee:

The Point-in-Time Planning Committee will be responsible for planning and implementing all aspects of the annual Point-in-Time (PIT) survey. This includes the solicitation of donations, engagement of service and housing providers, team selection, appointment of leaders/volunteers, training, and site location identification. This committee was created to implement consistency in the PIT process and provide a network of members to implement this data collection. The Continuum of Care has set a goal of providing consistent, accurate data in all areas of collection and reporting, including the PIT and HMIS. The PIT committee shall convene no less than twice monthly from November through January and should periodically report to the HSPN Executive Committee prior to and immediately following the PIT count.

Coordinated Entry Committee:

The Coordinated Entry Committee reviews and assesses protocols and standards undertaken by the CoC, the CALL coordinated entry system and the continuum's individual projects, along with HMIS data from the CoC, HUD guidance and the HSPN's own strategic planning efforts in order to determine the efficacy of the coordinated entry system within the CoC. The Coordinated Entry Committee shall also ensure that a focus on ending chronic homelessness in the City of New Bedford is made through the coordinated entry process to ensure progress toward that goal. The Coordinated Entry Committee may report and make recommendations to the HSPN's Executive Committee for improvement as warranted throughout the year to ensure system excellence.

HMIS/Data Committee:

The HMIS/Data committee shall periodically meet and be responsible for planning, decision-making, evaluation, and facilitation for the continued implementation of the HMIS within the New Bedford Continuum; determination of the long-term policy and procedures for HMIS; coordination and gathering of resources, and leverages available to assist programs with participation. In so doing the HMIS/Data Committee should provide recommendations to the Executive Committee about data elements to be collected, its findings and the New Bedford CoC's compliance with HUD's reporting requirements including, but not limited to, the System Performance Based Measurements initiated by HUD in 2016.

Rise Up for Homes Committee:

The Rise-Up for Homes Committee will serve as the HSPN's fundraising committee within the community while building community awareness. The committee has initially focused its efforts for raising funds for the cold weather shelter.

Ad Hoc Committees/Amendment of Existing Committees:

Mission specific ad hoc committees may be created at the discretion of the Executive Committee or by a vote of the membership at a regularly scheduled HSPN meeting. All such committees shall cease to exist when their specified tasks have been completed. Each of these committees will create a work plan, keep minutes, and provide a monthly update to the Executive Committee during Executive Committee meetings and to the HSPN during HSPN meetings for the duration of the committee's existence. The Chair or designee will serve as the Interim Chair of any new committee until members of that committee elect a Chairperson during their first meeting. At the discretion of the Executive Committee or by a vote of the membership at a regularly scheduled HSPN meeting, an existing committee may be modified or eliminated as necessitated by current conditions and/or as per HUD requirements.

SoCo

The HSPN is an engaged participant and considered part of the South Coast Network to End Homelessness (SoCo)—a regionalized initiative that provides a forum for collaboration for the three CoCs within Bristol County (New Bedford, Fall River and Greater Attleboro/Taunton) and actively supports and participates within its committee structure. In particular, HSPN members sit on the following SoCo committees along with representatives from the other CoCs:

- Unaccompanied Youth
- Veterans
- Individual/Family Services

Article V: Miscellaneous Provisions

Section 5.1: Amendment of Bylaws

These bylaws may be altered, amended, or repealed by the affirmative vote of two-thirds ($\frac{2}{3}$) majority of the voting members at any annual or monthly meeting of the HSPN. Proposals to amend the bylaws may be made at any monthly

meeting. The proposed amendment will be sent to all HSPN members in writing fifteen (15) days before the next regularly scheduled meeting and a vote on the proposal will occur at the next meeting of the HSPN.

Section 5.2: Rules of Procedure

When not inconsistent with the provisions in these bylaws, Parliamentary Procedures shall govern all meetings of the HSPN.

Section 5.3: Compensation

Members of the HSPN shall serve without compensation.

Section 5.4: Staffing

The City of New Bedford's Department of Planning, Housing & Community Development shall serve as the administrative agent for the HSPN and provide staff support in that capacity. In addition and on behalf of the New Bedford CoC, the Department of Planning, Housing & Community Development shall also serve as the Collaborative Applicant through the NOFA process. In this capacity the City will take lead responsibility for carrying out the obligations of the HSPN, including acting as a liaison with local elected officials regarding HSPN performance and activities as necessary.

Article VI. Nondiscrimination

The HSPN is a non-discriminatory organization and does not discriminate on the basis of age, sex, race, ethnicity, religion, creed, disability, sexual orientation, familial status, or natural origin in accordance with all state and federal regulations.

CITY OF NEW BEDFORD, MASSACHUSETTS CONTINUUM OF CARE

INCLUDED WITHIN THIS ATTACHMENT:

1. NEW BEDFORD CONTINUUM OF CARE HMIS POLICIES AND PROCEDURES WITH GOVERNANCE CHARTER
 2. HMIS MOU (TEMPLATE SAMPLE)
-

1. NEW BEDFORD CONTINUUM OF CARE HMIS POLICIES AND PROCEDURES WITH GOVERNANCE CHARTER



NEW BEDFORD CONTINUUM OF CARE HMIS POLICIES and PROCEDURES with GOVERNANCE CHARTER

A. PURPOSE

The purpose of this document is to serve as a governance charter for the oversight of the Homeless Management Information System (heretofore referred to as “HMIS”). HMIS is used to aggregate data about the extent and nature of homelessness over time; produce an unduplicated count of homeless persons; understand patterns of service use; and measure the effectiveness of homeless assistance projects and programs. Data produced is used for planning and education.

B. RESPONSIBILITIES OF THE NEW BEDFORD CONTINUUM OF CARE

The New Bedford Continuum of Care shall:

1. Designate a non-profit or public entity to serve as the HMIS Lead Agency;
2. Designate a single Homeless Management Information System (HMIS) lead for the New Bedford CoC;
3. Require that the HMIS Lead enter into written HMIS Participation Agreement. Monitor the performance of the HMIS Lead Agency, including ensuring HMIS is administered in accordance with requirements prescribed by federal legislation and the CoC;
4. Review on an annual basis the HMIS needs of the Continuum of Care and approve any substantial changes to the HMIS system; and
5. Review, revise, and approve all policies and procedures that must be developed by the HMIS Lead Agency, including: data quality, privacy, and security plans.

C. DESIGNATIONS

The New Bedford CoC designates the City of New Bedford Department of Planning, Housing and Community Development as the HMIS Lead Agency to operate the New Bedford CoC’s HMIS.

The New Bedford CoC designates SimtechSolutions, Inc. “Housing Works HMIS Inc.” and Si as the official HMIS for the New Bedford CoC, with HousingWorks HMIS, Inc. as an affiliate provider.

D. COMPLIANCE WITH HOMELESS INFORMATION STANDARD SYSTEMS

The HMIS is operated in compliance with HUD HMIS Data and Technical Standards and any other applicable laws. The parties anticipate that HUD will release revised HMIS Standards periodically. The parties agree to make changes to this HMIS Governance Charter, the HMIS Policies & Procedures, and other HMIS operational documents, to comply with the revised standards within the HUD-specified timeframe for such changes.

E. RESPONSIBILITIES OF THE SOFTWARE VENDOR

The selected software vendor and HMIS database must meet all HUD regulations and policies, and the following requirements:

- a. Ensure the HMIS design meets HUD HMIS Data Standards.
- b. Develop a manual and provide other documentation of programs created.
- c. Provide ongoing support to the HMIS Lead pertaining to the needs of end users to mine the database, generate reports and other interface needs.
- d. Administer the product servers, including web and database servers.
- e. Monitor access to HMIS through auditing.
- f. Monitor functionality, speed and database backup procedures.
- g. Provide backup and recovery of internal and external networks.
- h. Maintain the system twenty-four hours a day, seven days a week.
- i. Communicate any planned or unplanned interruption of service to the HMIS Lead Agency.
- j. Take all steps needed to secure the system against breaches of security and system crashes.

F. RESPONSIBILITIES OF THE HMIS LEAD AGENCY

The HMIS Lead Agency shall:

- Ensure the operation of and consistent participation by recipients of funds from the Emergency Solutions Grants Program and Continuum of Care Program including oversight of the HMIS and any necessary corrective action to ensure that the HMIS compliance federal requirements.
- Adopting written policies and procedures for the operation of the HMIS that apply to the HMIS Lead, the HMIS Participating Agencies, and the Continuum of Care.
- Execute a written HMIS Participation Agreement with each HMIS participating agency, which includes:
 - Obligations and authority of HMIS Lead Agency and each HMIS participating agency;
 - Requirements of the security plan with which each HMIS participating agency must abide;
 - Requirements of the privacy policy with which each HMIS participating agency must abide;
 - Sanctions for violating the HMIS Participation Agreement (*e.g.*, imposing a financial penalty, requiring completion of standardized or specialized training, suspending or revoking user licenses, suspending or revoking system privileges, or pursuing criminal prosecution);
 - Agreement that HMIS Lead Agency and HMIS participating agencies will process Protected Identifying Information consistent with the agreement; and
- Serve as the applicant to HUD for grant funds to be used for HMIS activities for the New Bedford Continuum of Care, as directed by the New Bedford Continuum of Care, and enter into a grant agreement with HUD to carry out the HUD-approved activities;
- Monitor and enforce compliance by all HMIS participating agencies with all HUD requirements and report to CoC and HUD;
- Monitor data quality and take necessary actions to maintain input of high-quality data from all HMIS Participating agencies.

- Submit a security plan, a data quality plan, and a privacy policy to the CoC for approval within 6 months of the effective date of the HMIS final rule and within 6 months after the date that any change is made to the local HMIS. The HMIS Lead must review and update the plans and policy at least annually. During this process, the HMIS Lead Agency must seek and incorporate feedback from the CoC and from the HMIS participating agencies. The HMIS Lead must implement the plans and policy within 6 months of the date of approval by the New Bedford CoC.
- The HMIS Lead must, at least once annually, or upon request from HUD, submit to the New Bedford CoC an unduplicated count of clients served and an analysis of unduplicated counts, when requested by HUD.
- The HMIS Lead, in contracting an HMIS vendor, must require the HMIS vendor and the software to comply with HMIS standards issued by HUD as part of its contract.

G. RESPONSIBILITIES OF THE COC HMIS /DATA SUBCOMMITTEE

The HMIS Committee will work with the HMIS Lead to:

1. Develop, annually review, and, as necessary, revise for CoC a privacy plan, security plan, and data quality plan for HMIS, as well as any other HMIS policies and procedures required by HUD;
2. Develop for the CoC a plan for monitoring the HMIS to ensure that:
 - a. All HMIS Participating Agencies consistently participate in HMIS;
 - b. HMIS is satisfying the requirements of all regulations and notices issued by HUD;
 - c. The HMIS Lead is fulfilling the obligations outlined in its HMIS Governance Charter and Agreement with the CoC, including the obligation to enter into written participation agreements with each contributing HMIS organization.
3. Oversee and monitor HMIS data collection and production of the following reports:
 - a. Sheltered point-in-time count;
 - b. Housing Inventory Chart;
 - c. Annual Homeless Assessment Report (AHAR); and
 - d. Annual Performance Reports (APRs).
 - e. Data Quality Monitoring Reports

H. RESPONSIBILITIES OF THE HMIS PARTICIPATING AGENCIES

HMIS Participating Agencies shall:

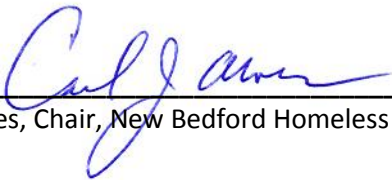
- Comply with the U.S. Department of Housing and Urban Development’s (“HUD”) HMIS regulations.
- Comply with the Homeless Management Information Participation Agreement.
- Comply with all policies and procedures that are developed by the HMIS Lead Agency, including: data quality, privacy, and security plans.

I. Period of Agreement and Modification/Termination

1. Period of Operation and Termination. This HMIS Governance Charter will become effective upon signature of all parties and shall remain in effect until terminated by the parties. Each party shall have the right to terminate this agreement as to itself only upon 30 days prior written notice to the HMIS Sub Committee in care of the HMIS Lead Agency. Violation of any component may be grounds for immediate termination of this Agreement.
2. Amendments, including additions, deletions, or modifications to this HMIS Governance Charter must be agreed to by all parties to this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 28th day of July, 2016.

NEW BEDFORD CONTINUUM OF CARE – HOMELESS SERVICE PROVIDER NETWORK



Carl Alves, Chair, New Bedford Homeless Service Provider Network

July 28, 2016
Date

**HMIS LEAD – CITY OF NEW BEDFORD
DEPARTMENT OF PLANNING, HOUSING AND COMMUNITY DEVELOPMENT**



Patrick J. Sullivan, Director

July 28, 2016
Date

2. HMIS MOU (TEMPLATE SAMPLE)



City of New Bedford Continuum of Care Homeless Management Information System

Memorandum of Understanding

Agency agrees to enter HMIS data for all clients.

Agency agrees to comply with all rules and regulations as set by HUD, HousingWorks, Inc. and any contract as provided by HMIS coordinating organization.

Agency agrees to allow HMIS coordinating agency to monitor HMIS for compliance with reporting, data quality and timeliness standards at any given time.

Agency agrees to comply with all applicable laws governing HMIS client privacy/confidentiality. Applicable standards include, but are not limited to the following:

1. Federal Register Vol. 69, No. 146 (HMIS FR 4848-N-02) - Federal statute governing HMIS information;
2. HIPAA - the Health Insurance Portability and Accountability Act of 1996;
3. 42 CFR Part 2 - Federal statute governing drug and alcohol treatment;
4. Interagency sharing agreements.

Agency agrees to comply with all reporting requirements and deadlines as set by HUD, HousingWorks, Inc. and any contract as provided by HMIS coordinating organization.

Agency agrees to use all uniform intake forms as provided by HousingWorks, Inc. and/or the HMIS coordinating agencies.

Agency agrees to identify and assign one point person to coordinate HMIS activities and to work with Simtec, Inc. and HousingWorks, Inc. on issues of data quality. _____ (agency) assigns _____ as the HMIS Point Person, and agrees to inform the HMIS Lead Agency within 7 days of a change in this position.

Agency agrees that staff using HMIS must take part in training sessions as provided by HousingWorks only, not by other HousingWorks users.

Mandatory: all required data elements must be entered.

Agency Name

Printed Name of Executive Director

Signature of Executive Director

Date

NEW BEDFORD HOUSING AUTHORITY

Post Office Box 2081
New Bedford, Massachusetts 02741

Steven A. Beauregard
Executive Director

CENTRAL OFFICE:
134 SO. SECOND STREET

TEL: 508-997-4800
FAX: 508-997-4808
TDD: 508-997-4874

August 29, 2016

Jennifer Clarke, AICP
Deputy Director of Planning & Community Development
City of New Bedford
133 William St.
New Bedford, MA 02740

Re: Continuum of Care

Dear Ms. Clarke,

The New Bedford Housing Authority (NBHA) is pleased to assist the City of New Bedford's Continuum of Care (CoC) in the development of its annual application for CoC funding and offers this letter as a means of memorializing both the preferences employed by the NBHA and its effect in ensuring housing for the homeless over the past fiscal year, as well as the ongoing relationship between our two entities.

The NBHA is committed to providing the highest quality service in order to ensure safe, stable housing for those coming out of homelessness. Annually this Housing Authority places large numbers of individuals and families coming out of homelessness into housing through its preferences as follows:

- Family Preferences for the Section 8 Voucher Choice Program vouchers:
 - 1) Involuntarily Displaced/Homeless
 - 2) Sub-Standard Housing conditions
 - 3) Paying over 50% of income for rent and utilities
- Local preferences:
 - 1) Disabled Head or spouse or Full-time Employed
 - 2) Full-time student in college or job training program
 - 3) Local Resident of New Bedford or works full-time in New Bedford.

Out of the 81 State housing placements the NBHA made from 7-1-15 to 6-30-16, over 91% were for those who were homeless. In addition, it is estimated that at least 60% of those in the Section 8 Voucher Choice Program were involuntarily displaced or homeless. These preferences work to house those in greatest need—those who are coming out of homeless situations.

Finally, the NBHA celebrates the long history of collaboration between the NBHA and the City's Department of Planning, Housing & Community Development (DPHCD) in its role as lead administrative agent for the City's CoC. The NBHA continues to commit to this relationship in order to ensure a strong relationship with shared goals which actively ensure consistency, transparency and success in housing the homeless in the City of New Bedford.

If you need any other information, please don't hesitate to contact me.

Sincerely,



Cheryl Souza
Tenant Placement Coordinator



**City of New Bedford Continuum of Care
Homeless Management Information System
Memorandum of Understanding**

Agency agrees to enter HMIS data for all clients.

Agency agrees to comply with all rules and regulations as set by HUD, HousingWorks, Inc. and any contract as provided by HMIS coordinating organization.

Agency agrees to allow HMIS coordinating agency to monitor HMIS for compliance with reporting, data quality and timeliness standards at any given time.

Agency agrees to comply with all applicable laws governing HMIS client privacy/confidentiality. Applicable standards include, but are not limited to the following:

1. Federal Register Vol. 69, No. 146 (HMIS FR 4848-N-02) - Federal statute governing HMIS information;
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4. Interagency sharing agreements.

Agency agrees to comply with all reporting requirements and deadlines as set by HUD, HousingWorks, Inc. and any contract as provided by HMIS coordinating organization.

Agency agrees to use all uniform intake forms as provided by HousingWorks, Inc. and/or the HMIS coordinating agencies.

Agency agrees to identify and assign one point person to coordinate HMIS activities and to work with Simtec, Inc. and HousingWorks, Inc. on issues of data quality. _____ (agency) assigns _____ as the HMIS Point Person, and agrees to inform the HMIS Lead Agency within 7 days of a change in this position.

Agency agrees that staff using HMIS must take part in training sessions as provided by HousingWorks only, not by other HousingWorks users.

Mandatory: all required data elements must be entered.

Agency Name

Printed Name of Executive Director

Signature of Executive Director

Date

Performance Measurement Module (Sys PM)

Measure 1: Length of Time Persons Remain Homeless

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

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

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

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

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH		429		248			117	
1.2 Persons in ES, SH, and TH		742		243			117	

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

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

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH	-	-	-	-	-	-	-	-
1.2 Persons in ES, SH, and TH	-	-	-	-	-	-	-	-

Performance Measurement Module (Sys PM)

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

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

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months (0 - 180 days)		Returns to Homelessness from 6 to 12 Months (181 - 365 days)		Returns to Homelessness from 13 to 24 Months (366 - 730 days)		Number of Returns in 2 Years	
		# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns
Exit was from SO	0	0		0		0		0	
Exit was from ES	154	2	1%	0	0%	0	0%	2	1%
Exit was from TH	154	6	4%	3	2%	2	1%	11	7%
Exit was from SH	0	0		0		0		0	
Exit was from PH	93	1	1%	1	1%	1	1%	3	3%
TOTAL Returns to Homelessness	401	9	2%	4	1%	3	1%	16	4%

Performance Measurement Module (Sys PM)

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

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

	Previous FY PIT Count	2015 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	349	437	88
Emergency Shelter Total	120	162	42
Safe Haven Total	0	0	0
Transitional Housing Total	213	225	12
Total Sheltered Count	333	387	54
Unsheltered Count	16	50	34

Metric 3.2 – Change in Annual Counts

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

	Previous FY	Current FY	Difference
Universe: Unduplicated Total sheltered homeless persons		744	
Emergency Shelter Total		430	
Safe Haven Total		0	
Transitional Housing Total		323	

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

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		125	
Number of adults with increased earned income		4	
Percentage of adults who increased earned income		3%	

Performance Measurement Module (Sys PM)

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

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		125	
Number of adults with increased non-employment cash income		24	
Percentage of adults who increased non-employment cash income		19%	

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

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		125	
Number of adults with increased total income		28	
Percentage of adults who increased total income		22%	

Metric 4.4 – Change in earned income for adult system leavers

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		41	
Number of adults who exited with increased earned income		10	
Percentage of adults who increased earned income		24%	

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

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		41	
Number of adults who exited with increased non-employment cash income		16	
Percentage of adults who increased non-employment cash income		39%	

Metric 4.6 – Change in total income for adult system leavers

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		41	
Number of adults who exited with increased total income		25	
Percentage of adults who increased total income		61%	

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

	Previous FY	Current FY	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.		491	
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.		400	
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)		91	

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

	Previous FY	Current FY	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.		628	
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.		488	
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.)		140	

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

This Measure is not applicable to CoCs in 2016.

Performance Measurement Module (Sys PM)

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

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

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

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

	Previous FY	Current FY	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited		501	
Of the persons above, those who exited to permanent housing destinations		292	
% Successful exits		58%	

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

	Previous FY	Current FY	Difference
Universe: Persons in all PH projects except PH-RRH		100	
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations		74	
% Successful exits/retention		74%	

Certification of Consistency with the Consolidated Plan

U.S. Department of Housing
and Urban Development

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.
(Type or clearly print the following information:)

Applicant Name: City of New Bedford Massachusetts

Project Name: See below


Location of the Project: New Bedford, MA

Name of the Federal Program to which the applicant is applying: HUD Continuum of Care Program

Name of Certifying Jurisdiction: City of New Bedford

Certifying Official of the Jurisdiction Name: Jonathan Mitchell

Title: Mayor

Signature: 

Date: 9/7/16

Projects: The Call, HMIS New Bedford, Family Preservation Program, Transition to Stability, Step Up, Portico, Prism, Graduate Program, Excel, Rise and Endurance

CITY OF NEW BEDFORD, MASSACHUSETTS CONTINUUM OF CARE

INCLUDED WITHIN THIS ATTACHMENT:

1. PROJECT SELECTION DOCUMENTATION
 2. SNAPSHOT OF WEBPAGE SHOWING PROJECT SELECTION DOCUMENT POST
 3. COC WRITTEN STANDARDS 2016
-

1. PROJECT SELECTION DOCUMENTATION




City of New Bedford Continuum of Care Homeless Service Providers Network [HSPN]

2016 PROJECT LISTING

PROJECT NAME	FUNDING
TIER I:	
HMIS New Bedford	\$ 29,524
Family Preservation Program	\$ 260,920
Portico	\$ 591,092
Prism	\$ 109,030
Step Up	\$ 277,130
Welcome Home	\$ 170,590
The Call	\$ 46,757
Transition to Stability	\$ 81,948
TIER II:	
Transition to Stability	\$ 117,958
NEW PROJECT BONUS:	
Endurance Program - Catholic Social Services	\$ 90,138
Planning Grant	\$ 54,130

2. SNAPSHOT OF WEBPAGE SHOWING PROJECT SELECTION DOCUMENT POST



The screenshot shows a web browser window displaying the website for the New Bedford Homeless Service Providers Network (HSPN). The browser's address bar shows the URL <http://www.nbhspn.com/coc/>. The website's header features the HSPN logo on the left and a navigation menu with links for HSPN Home, Agencies, Membership, Events, 2016 CoC Funding Competition, Organization, Resources, News, and Contact Us. The main content area is titled "Continuum of Care Funding Competition" and includes several sections:

- 2016 Ranking of Proposals**
(Sent to HSPN membership listserv on August 19, 2016.)
The City of New Bedford's CoC Performance Review Committee [PRC] has, in following the 2016 Ranking and Review Process, made a formal recommendation to the CoC body—the Homeless Service Provider's Network—at the CoC's regular monthly meeting on August 18, 2016. The ranking and review process was undertaken by the PRC and the actual ranking recommended by the PRC was voted on by HSPN members (with agencies seeking funding recusing themselves from the vote). The general project list is available here. The ranking as presented was unanimously approved. A copy of the 2016 Final Ranking of Proposals is available here.
- 2016 Reallocation Plan , Ranking and Review Process**
In anticipation of each CoC funding cycle, the City of New Bedford's Continuum of Care [Homeless Service Provider's Network or "HSPN"] issues its guidance regarding its policies/process for the reallocation of funding from an existing project to a new permanent supportive housing project. A copy of the CoC's 2016 Reallocation Plan is available here. In addition, the process used by the CoC in the review, evaluation and ranking of renewal, new and reallocation projects is annually updated and made available to the CoC, project applicants and the community. The 2016 Ranking and Review Process is available here.
- 2016 Request for Proposals**
(Sent to HSPN membership listserv and posted July 5, 2016; correction made to new project application July 8, 2016.)
The City of New Bedford's Department of Planning, Housing & Community Development [DPHCD] issued a Request for Proposals or "RFP" available here for 2016 applications for funding from the U.S. Department of Housing and Urban Development [HUD]. The RFP notice included a [CORRECTED] application for new projects available here (including those created as a result of a reallocation process) and for renewal projects available here to be used for existing CoC permanent supportive housing and CoC rapid rehousing programs. Please contact Jennifer Clarke, Deputy Director DPHCD at Jennifer.Clarke@newbedford-ma.gov with any questions.
- 2016 Collaborative Application**
Interested in checking out a copy of New Bedford's 2016 CoC Collaborative Application? You can access that here at: 2016 CoC Application. This is a copy of the final collaborative application as submitted to HUD.
- 2016-2017 New Bedford Continuum of Care Community Priorities**
(Sent to HSPN membership and posted July 6, 2016)

The browser's taskbar at the bottom shows the system time as 4:57 PM on 9/8/2016.

3. COC WRITTEN STANDARDS



Continuum of Care Standards for the City of New Bedford



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Continuum of Care Standards for the City of New Bedford

Introduction

The Continuum of Care (CoC) is responsible for coordinating and implementing a system by which it agrees to abide in order to meet the needs of the population and subpopulations experiencing homelessness within the geographic area of the Continuum, that being the City of New Bedford. Both the Emergency Solutions Grant (ESG) Rules and Regulations and the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Continuum of Care Program Interim Rules state that the Continuum of Care (CoC), in consultation with recipients of Emergency Solutions Grants program funds within the geographic area, (1) establish and consistently follow written standards for providing Continuum of Care assistance, (2) establish performance targets appropriate for population and program type, and (3) monitor recipient and sub-recipient performance.

These CoC Standards (as amended) for the City of New Bedford are this continuum's adopted guidelines for such consistency, targets and performance and are intended to compliment and reflect the CoC's Performance Management Plan developed by the City's Department of Planning, Housing & Community Development.

All programs that receive ESG or CoC funding in the City of New Bedford are required to abide by these written standards. In addition, in order to achieve the highest level of efficiency and performance throughout the New Bedford Continuum, the CoC strongly encourages programs that do not receive either of these sources of funds to accept and utilize these written standards.

These written standards have been established to ensure that persons experiencing homelessness who enter programs throughout the CoC will be given similar information and support to access and maintain permanent housing.

These Continuum of Care Written Standards will:

- Establish community-wide expectations on the operations of projects within the community.
- Ensure that the system is transparent to users and operators.
- Establish a minimum set of standards and expectations in terms of the quality expected of projects.
- Assist with the coordination of service delivery across the geographic area and ~~will be~~ serve as the foundation ~~of~~ for the coordinated entry system;
- Assist in assessing individuals and families consistently to determine program eligibility;
- Assist in administering programs fairly and methodically;
- Establish common performance measurements for all CoC components; and
- Provide the basis for the monitoring of all CoC and ESG funded projects.

These Continuum of Care Standards for the City of New Bedford have been developed in conjunction with ESG recipients and with CoC and other community service providers to allow for input on standards, performance measures and the process for full implementation of the standards throughout the CoC so as to ensure the perspective of those organizations that are directly providing homeless housing and services, Emergency Shelter (ES), Permanent Supportive Housing (PSH), Rapid Re-Housing (RRH) and Supportive Service Only (SSO) programs. Adopted coordinated entry operational protocols were also reviewed and considered in the development and amendment of these written standards to ensure consistency between systems and expectations.

General Requirements for all Programs

- Programs providing housing for those experiencing homelessness must use the CoC's coordinated intake system, "The CALL," for the intake of all program participants working cooperatively with that coordinated entry system as it relates to the determination of eligibility and amount and type of assistance needed to regain stability in permanent housing.
- Programs must coordinate with other targeted homeless services within the CoC
- Programs must coordinate with mainstream resources in and outside of the CoC including housing, social services, employment, education and youth programs for which participants may be eligible
- Programs must have written policies and procedures, reviewed and updated as may be needed annually, and must consistently apply them to all participants
- Programs that serve households with children:
 - ✓ Must have a staff person designated as the educational liaison that will ensure that children are enrolled in school and connected with appropriate services in the community, including early childhood program such as Head Start, Part C of the Individuals with Disabilities Education Act, and the McKinney Vento education services
 - ✓ Must not use the age and gender of a child under age 18 as a basis for denying any family's admission to a project that provides shelter for families with children
- Programs receiving ESG and/or CoC funding must participate in HMIS (Homeless Management Information System); programs providing housing and/or services in some way to individuals and families experiencing homelessness are strongly encouraged to participate in HMIS to ensure ease of client assistance, greater system coordination, service delivery and data excellence.
 - ✓ Programs must meet minimum HMIS data quality standards
 - ✓ Programs providing Domestic Violence or Legal Services may opt out of HMIS participation but must utilize a comparable database to collect HUD required data elements to be reported in the aggregate rather than at the client level
- Program rules and regulations adopted by each program should be designed in the spirit of inclusion rather than as grounds for denial or termination. Programs should exercise judgment and examine all extenuating circumstances in determining when violations are serious enough to warrant termination so that a program participant's assistance is terminated only in the most severe cases.
- Programs must have a formal written procedure for terminating assistance to a participant that recognizes the rights of the participant(s) involved.
 - ✓ Programs must demonstrate the use of judgment in examining all extenuating circumstances in determining that a violation should result in termination.
 - ✓ Every effort should be made to allow the participant to remain in the program; termination should only be exercised in the most severe cases.
 - ✓ Termination does not necessarily preclude assistance at a future date.
- Programs must make known that use of the facilities and services are available to all on a nondiscriminatory basis

- Programs may not engage in inherently religious activities such as worship, religious instruction or proselytization as part of the programs or services funded under the CoC or ESG. These activities can be conducted but must be separate and voluntary for program participants.

Recordkeeping Requirements for All Programs

- Participant records containing personally identifying information must be kept secure and confidential.
- Participant Recordkeeping Requirements shall include:
 - ✓ A written confidentiality/privacy notice, a copy of which should be made available to participants if requested
 - ✓ Documentation of homelessness (following HUDs guidelines)
 - ✓ A record of services and assistance provided to each participant
 - ✓ Documentation of any applicable requirements for providing services/assistance
 - ✓ Documentation of use of coordinated assessment system
 - ✓ Documentation of use of HMIS
 - ✓ Records must be retained for the appropriate amount of time as prescribed by HUD
- Financial Recordkeeping Requirements shall include:
 - ✓ Documentation for all costs charged to the grant
 - ✓ Documentation that funds were spent on allowable costs
 - ✓ Documentation of the receipt and use of program income
 - ✓ Documentation of compliance with expenditure limits and deadlines
 - ✓ Retain copies of all procurement contracts as applicable
 - ✓ Documentation of amount, source and use of resources for each match contribution

Occupancy Standards for All Programs

- All housing units, including scattered site programs owned and managed by private landlords, must meet applicable state or local government health and safety codes and have current certificate of occupancy for the current use and meet or exceed the following minimum standards: (For more details refer to ESG regulations 24 CFR 576.403 (b) Minimum Standards)
 - ✓ Buildings must be structurally sound to protect from the elements and not pose any threat to health and safety of the residents
 - ✓ Must be accessible in accordance with Section 504 of the Rehabilitation Act, the Fair Housing Act and the Americans with Disabilities Act where applicable
 - ✓ Must provide an acceptable place to sleep and adequate space and security for themselves and their belongings
 - ✓ Each room must have a natural or mechanical means of ventilation
 - ✓ Must provide access to sanitary facilities that are in operating condition, private and clean
 - ✓ Water supply must be free of contamination
 - ✓ Heating/cooling equipment must be in working condition
 - ✓ Must have adequate natural or artificial illumination and adequate electrical resources to permit safe use of electrical appliances
 - ✓ Food preparation areas must have suitable space and equipment to store, prepare and serve food in safe and sanitary manner
 - ✓ Building must be maintained in a sanitary condition
 - ✓ Must be at least one smoke detector in each occupied unit of the program; and where possible near sleeping areas. The fire alarm system must be designed for hearing-impaired participants. There must be a second means of exiting the building in case of fire or other emergency.

The Program, Record Keeping and Occupancy Standards as represented above apply to all programs regardless of the type of services/housing that they provide. Below are the minimum standards that apply to each specific component of the homeless system in addition to the above.

System Performance Measures that are Continuum-Wide

A critical aspect of the McKinney-Vento Homeless Assistance Act, (the “Act”) as amended, is a focus on viewing the local homeless response as a coordinated system of homeless assistance options as opposed to homeless assistance programs and funding sources that operate independently in a community. To facilitate this perspective the Act now requires communities to measure their performance as a coordinated system in addition to analyzing performance by specific projects or project types.

To this end, the Act established a set of criteria for HUD to use that require all CoCs to report their system-level performance to HUD. The intent of this criteria or “system performance measures, is to encourage CoCs and ESG program recipients, as well as all other homeless assistance stakeholders in the CoC, to regularly measure their progress in meeting the needs of people experiencing homelessness in their community and to report this progress to HUD.

With the 2016 CoC funding round, HUD therefore introduced a series of system performance measures requiring each CoC to provide reporting that aggregates data from each individual program in response to a series of performance based elements describing the efficacy of the CoC. The following provides the resulting system performance measures that each program—emergency, rapid rehousing, transitional and permanent housing—will similarly be measured, as applicable to program type. *(These measures and correlating goals are subject to change per HUD and/or guidance from the City’s Department of Planning, Housing & Community Development [DPHCD]. Programs are responsible for confirming these measures and goals periodically with DPHCD.)*

RELEVANT PROJECT TYPE*					SYSTEM PERFORMANCE MEASURES and CoC GOALS
ES	RRH	TH	PH		
1	X	X	X	X	Length of Time Persons Remain Homeless <ul style="list-style-type: none"> ▪ Average length of time homeless previous to entering ES in days. Goal: ≤240 ▪ Average length of time homeless previous to entering TH in days. Goal: ≤240
2	X	X	X	X	Returns to Homelessness <ul style="list-style-type: none"> ▪ Measurement of clients exiting from any project type to a permanent housing destination in the date range two years prior to the production of the system performance report as follows: <ul style="list-style-type: none"> ○ Percentage of those exiting from ES who returned to homelessness. Goal: 25% ○ Percentage of those exiting from RRH returning to homelessness. Goal: 10% ○ Percentage of those exiting from TH returning to homelessness. Goal: 10% ○ Percentage of those exiting from PH returning to homelessness. Goal: 5%
3	X		X		Number of Homeless Persons <ul style="list-style-type: none"> ▪ Measurement of the change in the CoC’s total annual count of sheltered ES and TH homeless persons in HMIS. This metric only has relevance in the aggregate, as such, individual projects are not expected to use this measure.

System Performance Measurement chart, continued.

RELEVANT PROJECT TYPE*					SYSTEM PERFORMANCE MEASURES and CoC GOALS	
ES	RRH	TH	PH			
4		X	X	X	Employment and Income Growth for Persons in CoC Programs during the reporting period <ul style="list-style-type: none"> ▪ Measurement of the percentage of adults (among stayers) who increased their earned income. Goal: 10% ▪ Measurement of the percentage of adult stayers who increased their non-employment cash income. Goal: 75% ▪ Measurement of the percentage of adult stayers who increased their total income Goal: 85% <hr/> <ul style="list-style-type: none"> ▪ Measurement of the percentage of adults (among leavers) who increased their earned income. Goal: 15% ▪ Measurement of the percentage of adult leavers who increased their non-employment cash income. Goal: 85% ▪ Measurement of the percentage of adult leavers who increased their total income. Goal: 95% 	
5	X	X	X	X	Number of Persons who Become Homeless for the First Time <ul style="list-style-type: none"> ▪ Measurement of the percent of active participants in ES and TH projects who were not previously enrolled in HMIS. Goal: 15% ▪ Measurement of the percent of persons entering ES, TH and PH with no prior enrollment in HMIS. Goal: 20% 	
6					Reserved.	
7	X	X	X	X	Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing. <ul style="list-style-type: none"> ▪ Measurement of the change in exits to permanent housing destinations. Goal: 60% ▪ Measurement of the change in exits or retention of permanent housing. Goal: 75% 	

* NOTE: Project type boxes denoting an “x” identify performance measures relevant to each particular type of housing within the New Bedford CoC. Supportive service only projects such as coordinated entry do not, themselves, get counted, and since there is no formal Street Outreach project within the CoC, no column has been provided for it.

Project Performance Measures

Whereas system performance measures are intended to provide a snapshot into the homeless response system as an entire coordinated initiative, project performance measures takes a closer look at each project within the CoC. The standards provided in this section highlight eligibility criteria, minimum standards, operational standards and the goals and performance standards set by this CoC in assessing and evaluating each project’s performance, individually.

Emergency Shelters

Evaluating Eligibility for Assistance--Eligibility Criteria:

- Participants must meet the HUD definition of homelessness
- Currently, each individual shelter/program has its own eligibility criteria. At entry, this may be based on the sub-population served, i.e. – age, gender, family composition, severity of behavioral health issues, etc. Once Coordinated Entry System is established all referrals to shelters and assessment for type and level of services will come through that system.
- DV programs will be exempt from participating in the coordinated entry system due to issues of confidentiality and homeless youth (12 – 18 yrs. of age).

Minimum Standards:

- Minimum hours of operation 8PM – 7AM
- Staff supervision whether paid or volunteer must be provided during hours of operation of program
- Provide a minimum of one meal per day
- A minimal amount of personal information must be collected to establish a daily client roster to be kept in case of emergency and/or building needs to be evacuated
 - ✓ At intake each participant shall be informed of evacuation procedures.
 - ✓ Maps/diagrams of exits should be prominently placed throughout the facility
 - ✓

Standard Outcomes: *(Goals identified here are subject to change per HUD and/or DPHCD guidance).*

GOALS	PERFORMANCE STANDARD
1. Housing Stability - Households exit shelter timely. Goal: 85%	persons who's length of stay is no longer than 40 days
2. Increase Total Income - Persons will maintain or increase earned (wages) and unearned (mainstream resources) income. Goal 54%	persons age 18 or older who increased their total(from all sources) end of the operating year or program exit
3. Permanent Housing Goal 20%	persons age 18-61 who exit to permanent housing as of the end of operating year or program exit.
4. Utilization Rate - Program operates at full capacity, with low vacancy rate, and quickly fills vacancies. Goal 90%	daily utilization rate during the operating year.
5. HMIS - Program maintains adequate data quality in HMIS	Quality Report

Rapid Re-Housing (RRH)

Rapid Re-Housing is an intervention designed to help individuals and families exit homelessness quickly by returning to permanent housing without preconditions (including, but not limited to, sobriety, employment, absence of a criminal record, or income). Additionally, the resources and services provided are tailored to the unique needs of the household being assisted.

There are three core components that together constitute a rapid rehousing program, all of which must be available in some way in order to have a rapid re-housing program. Although RRH programs must have each of the three components available, it is *not* required that a single entity provides all three services. Similarly, it is also not required that any one household utilize all three in order to be considered using rapid rehousing.

Rapid Rehousing core components include the following: Housing Identification, Rent/Move-In Assistance (Financial) and Rapid Re-housing Case Management and Services. Actions constituting these components are presented on the following page:

Housing Identification	Rent/Move-In Assistance	Rapid Re-housing Case Management and Services
<ul style="list-style-type: none"> • Recruit landlords to provide housing opportunities for individuals and families experiencing homelessness. • Address potential barriers to landlord participation such as concern about short term nature of rental assistance and tenant qualifications. • Assist households to find and secure appropriate rental housing. 	<ul style="list-style-type: none"> • Provide assistance to cover move-in costs, deposits, and the rental and/or utility assistance (typically six months or less) necessary to allow individuals and families to move immediately out of homelessness and to stabilize in permanent housing. 	<ul style="list-style-type: none"> • Help individuals and families experiencing homelessness identify and select among various permanent housing options based on their unique needs, preferences, and financial resources. • Help individuals and families experiencing homelessness address issues that may impede access to housing (such as credit history, arrears, and legal issues). • Help individuals and families negotiate manageable and appropriate lease agreements with landlords. • Make appropriate and time-limited services and supports available to families and individuals to allow them to stabilize quickly in permanent housing. • Monitor participants' housing stability and be available to resolve crises, at a minimum during the time rapid re-housing assistance is provided. • Provide or assist the household with connections to resources that help them improve their safety and well-being and achieve their long-term goals. This includes providing or ensuring that the household has access to resources related to benefits, employment and community-based services (if needed/appropriate) so that they can sustain rent payments independently when rental assistance ends. • Ensure that services provided are client-directed, respectful of individuals' right to self-determination, and voluntary. Unless basic, program-related case management is required by statute or regulation, participation in services should not be required to receive rapid re-housing assistance.

Evaluating Eligibility for Assistance--Eligibility Criteria:

- Participants must meet the HUD definition of homelessness
- Participants must be in an emergency shelter or residing in a place not meant for human habitation
- Participants will generally have a minimum of 4-7 identified barriers to accessing/retaining permanent housing
- Household income must be at or below <50% AMI
- Participants must be able to produce required documents at intake or within 90 days:
- All participants must be screened in to programs based on adopted Coordinated Intake Procedures including the use of the most recent version of the V-SPDAT assessment tool

Minimum Standards

- Maximum participation in a rapid rehousing program cannot exceed 24 months

- Services that must be provided include landlord outreach, assessment of housing barriers, financial assistance, and case management
- Support services must be provided throughout the duration of stay in housing
- In accordance with HUD regulations 24 CFR Part 578, participants may receive eligible supportive services for no longer than 6 months after rental assistance stops.

Length of Rental Assistance, Amount Limits, Amount of Assistance, Limits on Assistance

- Typical length of assistance: 12 months
- Extensions may be approved up to 24 months
- Length of assistance - After program exit for at least 6 months, participants can re-enroll once.
- All participants receiving rental assistance subsidies must contribute a minimum of 30% of their monthly adjusted household income towards their monthly rent. This tenant rent contribution may be adjusted at any time based on changes to household income, including, but not limited to at each 90 day reassessment. There is no minimum rent requirement and tenant rent contribution may be zero, for households with no income.
- Maximum amount of assistance Determined by Fair Market Rent of appropriate-sized unit for Household
 - Fair Market Rent x 24 months lifetime maximum
 - Maximum number of months the program participant receives assistance
 - Assistance approved in 3-month increments, with reassessment every 90 days.
 - Average rental assistance to be 12 months.
 - Extensions can be approved up to 24 months
- Maximum number of times the program participant may receive assistance
 - Twice, the original enrollment and no more than one return enrollment.

GOALS	PERFORMANCE STANDARD
1. Housing Stability - Persons residing in rapid rehousing will remain in this housing for a minimum of 1 year or exit to other permanent housing. <p style="text-align: right;">Goal 85%</p>	persons who remain in the PH program as of the end of the operating year or exited to PH during the operating year.
2. Increase Total Income - Persons will maintain or increase earned and unearned income. <i>(Includes wages and mainstream resources)</i> <p style="text-align: right;">Goal 85%</p>	persons age 18 and older who maintain or increased their total income (from all sources) as of the end of the operating year or program exit.
3. Increase earned Income - Adults will obtain or maintain employment income. <p style="text-align: right;">Goal 20%</p>	persons age 18 – 61 who maintained or increased their income (i.e. earned income) as of the end of the operating year or program exit.
4. Utilization Rate - Program operates at full capacity, with low vacancy rate, and quickly fills vacancies. <p style="text-align: right;">Goal 90%</p>	daily utilization rate during the operating year.
5. Program maintains adequate data quality in HMIS	Quality Report

Transitional Housing

Transitional Housing (TH) facilitates the movement of homeless individuals and families to permanent housing within 24 months of entering TH. At this time there are no TH programs funded under the ESG or CoC programs in the New Bedford CoC; however, these standards remain as a guide for any future non-funded TH programs within the CoC.

Evaluating Eligibility for Assistance--Eligibility Criteria:

- Participants must meet the HUD definition of homelessness
- Participants will generally have a minimum of 6-9 identified barriers to accessing/retaining permanent housing

Minimum Standards

- Maximum length of stay cannot exceed 24 months although rapid placement within 90 days or less from TH programs into permanent housing is the target turnaround time.
- Assistance in transitioning to permanent housing must be provided
- Support services must be provided throughout the duration of stay in transitional housing
- Program participants in transitional housing must enter into a lease agreement for a term of at least one month. The lease must be automatically renewable upon expiration, except on prior notice by either party, up to a maximum term of 24 months

Accessing Transitional Housing Programs

- All referrals for TH programs will come through The CALL Coordinated Entry System
- Each TH program in the CoC will provide accurate and up-to-date information on eligibility criteria for the program; ie. – gender specific, individuals/families

GOALS	PERFORMANCE STANDARD
1. Housing Stability - Households exiting transitional housing will move directly to permanent housing. Goal: 75%	persons who exited to permanent housing(subsidized or unsubsidized) during operating year
2. Increase Total Income - Persons will maintain or increase earned (<i>wages</i>) and unearned income. (<i>includes mainstream resources</i>) Goal 54%	persons age 18 or older who increased their total(from all sources) as of end of the operating year or program exit
3. Increased Earned Income – Persons who increased employment income. Goal 20%	persons age 18-61 who increased their income(i.e. employment income) end of the operating year or program exit.
4. Utilization Rate - Program operates at full capacity, with low vacancy rate, and quickly fills vacancies. Goal 90%	daily utilization rate during the operating year.
5. Program maintains adequate data quality in HMIS	Quality Report

Permanent Supportive Housing

Under the HEARTH Interim Rule Permanent Housing (PH) is one of the eligible program components. Permanent housing is community-based housing, the purpose of which is to provide housing without a designated length of stay. Permanent Supportive Housing is one of the two types of Permanent Housing eligible for CoC Homeless Assistance Program funding.

Evaluating Eligibility for Assistance--Eligibility Criteria:

- Participants must meet the HUD definition of homelessness
- PSH can only provide assistance to individuals with disabilities and families in which at least one adult or child has a disability
- Participants will generally have a minimum of 9-12 identified barriers to accessing/retaining permanent housing

All referrals to permanent supportive housing shall come through the CALL coordinated entry system.

Minimum Standards

- There can be no predetermined length of stay for a PSH program
- Supportive services designed to meet the needs of the program participants must be made available to the program participants throughout the duration of stay in PSH
- Program participants in PSH must enter into a lease agreement for an initial term of at least one year. The lease must be automatically renewable upon expiration, except on prior notice by either party, up to a maximum term of 24 months
- Turnover beds in PSH projects will be prioritized for the chronically homeless
- PSH programs will utilize housing first approaches

Accessing PSH Programs

- All referrals for PSH programs will come through The CALL Coordinated Entry System
- Each PSH program in the CoC will provide accurate and up-to-date information on eligibility criteria for the program; ie. – gender specific, individuals/families

GOALS	PERFORMANCE STANDARD
<p>1. Housing Stability - Persons residing in permanent housing will remain in this housing for a minimum of 1 year or exit to other permanent housing.</p> <p style="text-align: right;">Goal 85%</p>	<p>persons who remain in the PH program as of the end of the operating year or exited to PH during the operating year.</p>
<p>2. Increase Total Income - Persons will maintain or increase earned (<i>wages</i>) and unearned income. (<i>includes mainstream resources</i>)</p> <p style="text-align: right;">Goal 85%</p>	<p>persons age 18 and older who maintain or increased their total (from all sources) as of the end of the operating year or program exit.</p>
<p>3. Increase earned Income - Adults will obtain or maintain employment income.</p> <p style="text-align: right;">Goal 20%</p>	<p>persons age 18 – 61 who maintained or increased their income (i.e. net income) as of the end of the operating year or program exit.</p>
<p>4. Utilization Rate - Program operates at full capacity, with low vacancy rate, and quickly fills vacancies.</p> <p style="text-align: right;">Goal 90%</p>	<p>daily utilization rate during the operating year.</p>
<p>5. Program maintains adequate data quality in HMIS</p>	<p>Quality Report</p>

Prioritization

Determining and Prioritizing which eligible individuals and families will receive assistance

The New Bedford CoC and its member agencies providing services and permanent housing for those experiencing homelessness shall prioritize individuals and families as follows:

PERMANENT HOUSING for those who are experiencing homelessness	
Priority Level	Description
1	Individuals and families who are chronically homeless with the longest histories of homelessness, disabilities and most severe service needs. Of these, veterans, families and unaccompanied youth shall have the highest priority within this category.
2	Individuals and families who are chronically homeless with disabilities and service needs. Of these, veterans, families and unaccompanied youth shall have the highest priority within this category.
3	Individuals and families who are chronically homeless with disabilities. Of these, veterans, families and unaccompanied youth shall have the highest priority within this category.
4	Individuals and families who are homeless with the longest history of homelessness, disabilities and most severe service needs. Of these, veterans, families and unaccompanied youth shall have the highest priority within this category.
5	Individuals and families who are homeless with disabilities and service needs. Of these, veterans, families and unaccompanied youth shall have the highest priority within this category.
6	Individuals and families who are homeless with disabilities. Of these, veterans, families and unaccompanied youth shall have the highest priority within this category.

The New Bedford CoC and its member agencies providing services and rapid rehousing for those experiencing homelessness shall prioritize individuals and families as follows:

RAPID REHOUSING for those who are at risk of homelessness	
Priority Level	Description
1	Individuals and families with higher barriers to housing and higher service needs who are waiting to obtain another permanent housing subsidy.
2	Individuals and families with lower barriers to housing and less service needs who are expected to stabilize in permanent housing with no additional assistance.

For those who are at risk of becoming homeless, the following priorities shall be observed and diversion shall be used as the first method of intervention:

For those who are at risk of homelessness	
Priority Level	Description
1	Individuals and families who spend the night in an emergency shelter or on the streets without assistance. Of these, veterans, families and unaccompanied youth shall have the highest priority within this category.
2	Individuals and families who have the most severe service and housing needs. Of these, veterans, families and unaccompanied youth shall have the highest priority within this category.
3	Individuals and families who have service and housing needs. Of these, veterans, families and unaccompanied youth shall have the highest priority within this category.

In addition to the foregoing priorities for both those who are experiencing homelessness and those who are at risk of homelessness, individuals (and their children as may be appropriate) who are victims of domestic violence, dating violence, sexual assault and/or stalking and in need of *immediate shelter and safety planning* shall be considered before all others in those programs equipped to address such needs and immediate safety issues (typically emergency and/or transitional programs for victims).

These written standards and prioritization descriptors are intended to align with, and fully include, the U.S. Department of Housing & Urban Development’s CPD-16-11 Notice dated July 25, 2016 regarding “...Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing.” The City of New Bedford’s CoC adopts this Notice and incorporates it as part of its written standards.

In establishing these priorities and by updating these written standards on August 18, 2016, the New Bedford CoC hereby formally acknowledges its commitment to the four major goals articulated in *Opening Doors: Federal Strategic Plan* as amended: Ending chronic homelessness by 2017, Ending veterans homelessness by 2017, ending family and youth homelessness by 2020 and setting a path to ending all homelessness and additionally

Future Review, Updates and Amendments

These written standards are not only intended to be specific and detailed, addressing unique eligibility requirements for the housing and service resources available, but they are also relevant in the Continuum’s work today. To ensure the relevancy of these standards against HUD requirements, the CoC’s homeless population and both local and national targeting priorities, the CoC will regularly review and update these written standards.

Changes to forms: The Continuum of Care Program Standards Group will meet quarterly. Proposed changes to forms will be brought to this quarterly meeting. Changes will be considered and agreed to by working consensus. Any conflicts will be discussed and resolved in person. The relevant Emergency Solutions Grants or Continuum of Care regulations will rule first. On other issues working consensus will be the required process for resolving disputes. If no consensus can be found within a reasonable length of time, the majority will rule.

When reviewing these standards in the future, the CoC's consideration may include:

- Provider feedback on the current written standards
- Program participant feedback on the intake/coordinated entry process
- The effectiveness and appropriateness of housing and services for current program participants
- The CoC's success at meeting the performance standards in Section 427 of the McKinney-Vento Act
- Changes in the characteristics of the homeless population within the CoC
- Changes in the housing and service resources available