

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:

1. Reviewing the FY 2017 CoC Program Competition NOFA in its entirety for specific application and program requirements.
2. Ensuring all questions are answered completely.
3. Reviewing the FY 2017 CoC Consolidated Application Detailed Instructions, which gives additional information for each question.
4. Ensuring all imported responses in the application are fully reviewed and updated as needed.
5. The Collaborative Applicant must review and utilize responses provided by project applicants in their Project Applications.
6. Some questions require the Collaborative Applicant to attach documentation to receive credit for the question. This will be identified in the question.
 - Note: For some questions, HUD has provided documents to assist Collaborative Applicants in filling out responses. These are noted in the application.
 - 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 application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: MA-517 - Somerville CoC

1A-2. Collaborative Applicant Name: City of Somerville

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Somerville Homeless Coalition

1B. Continuum of Care (CoC) Engagement

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1B-1. From the list below, select those organization(s) and/or person(s) that participate in CoC meetings. Using the drop-down boxes, indicate if the organization(s) and/or person(s): (1) participate in CoC meetings; and (2) vote, including selection of CoC Board members. Responses should be for the period from 5/1/16 to 4/30/17.

Organization/Person Categories	Participates in CoC Meetings	Votes, including electing CoC Board Members
Local Government Staff/Officials	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes
Law Enforcement	Yes	No
Local Jail(s)	Not Applicable	No
Hospital(s)	Yes	No
EMT/Crisis Response Team(s)	Yes	No
Mental Health Service Organizations	Yes	No
Substance Abuse Service Organizations	Yes	Yes
Affordable Housing Developer(s)	Yes	Yes
Disability Service Organizations	Yes	No
Disability Advocates	Yes	Yes
Public Housing Authorities	Yes	No
CoC Funded Youth Homeless Organizations	Yes	Yes
Non-CoC Funded Youth Homeless Organizations	Yes	No
Youth Advocates	Yes	Yes
School Administrators/Homeless Liaisons	Yes	No
CoC Funded Victim Service Providers	Not Applicable	No
Non-CoC Funded Victim Service Providers	Yes	Yes
Domestic Violence Advocates	Yes	Yes
Street Outreach Team(s)	Yes	No
Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Yes	Yes
LGBT Service Organizations	Yes	No
Agencies that serve survivors of human trafficking	Yes	Yes
Other homeless subpopulation advocates	Yes	Yes
Homeless or Formerly Homeless Persons	Yes	No
Other:(limit 50 characters)		

Applicant must select Yes, No or Not Applicable for all of the listed organization/person categories in 1B-1.

1B-1a. Describe the specific strategy(s) the CoC uses to solicit and consider opinions from organizations and/or persons that have an interest in preventing or ending homelessness. (limit 1000 characters)

The CoC holds 11 full CoC meetings per year at which a diverse group of stakeholders share information about program services and strategies to prevent and end homelessness. The CoC also recruits participation by organizations that do not regularly attend, when their experience is relevant to a particular topic. CoC meeting topics are planned and prioritized according to their potential to improve CoC system performance toward ending homelessness. For example, to increase exits to permanent housing the CoC has planned meetings with the CDCs and other housing developers to discuss ways to improve access to affordable housing developments for homeless people. In response to a recent increase in the CoC's unsheltered PIT count, CoC meetings included a session with law enforcement representatives from the Community Police Division to address this issue. The Police Chief is also consulted and briefed annually.

1B-2. Describe the CoC's open invitation process for soliciting new members, including any special outreach. (limit 1000 characters)

The CoC invitation process to solicit new members occurs monthly. The CoC has an email list of 50+ members who it invites to the 11 CoC meetings per year; it encourages sharing this information with others in the community. CoC meeting dates, agendas and minutes are posted monthly on the CoC website, and the public is encouraged to participate. Social media posts at time of PIT, Youth Count and NOFA publicize the CoC's work and contact info. The Collaborative Applicant (CA), member agencies and committees, especially the planning committee, recruit new partners to participate in CoC work to prevent and end homelessness. The CoC uses the PIT Count and the Unaccompanied Youth Count to engage homeless and formerly homeless persons in identifying locations for the count and in participating in the CoC. Providers also invite participation by interested clients who are homeless/formerly homeless.

1B-3. Describe how the CoC notified the public that it will accept and consider proposals from organizations that have not previously received CoC Program funding in the FY 2017 CoC Program Competition, even if the CoC is not applying for new projects in FY 2017. The response must include the date(s) the CoC made publicly knowing they were open to proposals. (limit 1000 characters)

The CoC sent an email on August 8th to the 50+ member mailing list and posted this information on the CoC website, to announce the availability of new funding. To encourage new applicants and reduce barriers, the CoC: (1) hosted a technical assistance session with the CoC planning consultant, (2) requested a simple concept paper and provided a template, and (3) provided detailed feedback to assist applicants. The CA and CoC consultant reviewed concept papers for alignment with CoC priorities. One concept paper was from a prospective new applicant but the target population didn't meet the HUD homeless definition. The other two projects were invited to submit full applications. The CA and consultant also met with all renewal applicants to review project issues and CoC priorities prior to inviting resubmission. Renewal and new applications were then scored using the CoC rating tool and ranked for inclusion by the CoC project review committee based on the CoC-approved ranking plan.

1C. Continuum of Care (CoC) Coordination

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1C-1. Using the chart below, identify the Federal, State, Local, Private and Other organizations that serve homeless individuals, families, unaccompanied youth, persons who are fleeing domestic violence, or those at risk of homelessness that are included in the CoCs coordination; planning and operation of projects. Only select "Not Applicable" if the funding source(s) do not exist in the CoC's geographic area.

Entities or Organizations the CoC coordinates planning and operation of projects	Coordinates with Planning and Operation of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	No
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	No
Head Start Program	Yes
Housing and service programs funded through Department of Justice (DOJ) resources	No
Housing and service programs funded through Health and Human Services (HHS) resources	Yes
Housing and service programs funded through other Federal resources	Yes
Housing and service programs funded through state government resources	Yes
Housing and service programs funded through local government resources	Yes
Housing and service programs funded through private entities, including foundations	Yes
Other:(limit 50 characters)	

1C-2. Describe how the CoC actively consults with Emergency Solutions Grant (ESG) recipient’s in the planning and allocation of ESG funds. Include in the response: (1) the interactions that occur between the CoC and the ESG Recipients in the planning and allocation of funds; (2) the CoCs participation in the local Consolidated Plan jurisdiction(s) process by providing Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions; and (3) how the CoC ensures local homelessness information is clearly communicated and addressed in Consolidated Plan updates. (limit 1000 characters)

The City of Somerville is the ESG recipient, CoC lead, and larger of the two Consolidated Plan jurisdictions in the CoC. City staff members in the planning and housing divisions who manage these three activities regularly

communicate, coordinate, and participate in joint planning and decision-making. The ESG recipient participates in CoC meetings to consult and gather input on allocation of funds. The town of Arlington, is the other CoC Con Plan jurisdiction. The CoC shares PIT and HIC data with both jurisdictions to inform Con Plan strategy and to assist with annual updates. Somerville and Arlington housing and planning staff who help lead CoC planning also work closely with Con Plan representatives to give input. Additionally, public hearings are held during the development of the Consolidated Plans, and CoC and ESG subrecipients regularly testify about the most pressing needs in order to inform the process.

**1C-3. CoCs must demonstrate the local efforts to address the unique needs of persons, and their families, fleeing domestic violence that includes access to housing and services that prioritizes safety and confidentiality of program participants.
(limit 1000 characters)**

DV survivors are provided housing, shelter, and services including using ESG and HHS programs to provide RRH, shelter, and support services. The CoC's DV shelter provider implements best practices for victim-centered and trauma-informed care, and trains the entire CoC in these practices, including understanding DV trauma, and accommodating victim needs for safety and stability in CoC shelter and housing. CoC programs take into consideration victims' lack of money, physical/mental health issues, etc. Safety is prioritized, and the DV shelter provider or the DV specialists based at all welfare offices ensure that immediate shelter or housing is provided. Client choice is encouraged when making shelter or housing placements. To ensure safety and confidentiality, shelter and housing locations are kept confidential, clients are given options outside the CoC, and clients must give informed consent for information to be shared.

**1C-3a. CoCs must describe the following: (1) how regular training is provided to CoC providers and operators of coordinated entry processes that addresses best practices in serving survivors of domestic violence; (2) how the CoC uses statistics and other available data about domestic violence, including aggregate data from comparable databases, as appropriate, to assess the scope of community needs related to domestic violence and homelessness; and (3) the CoC safety and planning protocols and how they are included in the coordinated assessment.
(limit 1,000 characters)**

As of 7/1/17, the CoC is rolling out Coordinated Entry (CE) with the new CoC-funded CE project. The CoC DV service agency offers annual training in best practices in serving DV survivors, to be incorporated into CE going forward. Topics include: assessment of DV survivors, trauma informed care, applying Housing First to DV survivors, making appropriate referrals. The CoC will work with its HMIS consultant to aggregate and share DV data for CE planning. This is not currently being done. Data will include: number of requests for shelter/housing, % and demographics on DV victims in CoC programs, and performance outcomes (housing placements/retention, reduced length of homelessness). CE safety planning protocols will build on current CoC practices that ensure confidential assessment, client choice, and offering shelter/housing

placement options outside the area. Training and safety planning currently occur, but are now being incorporated into CE process.

1C-4. Using the chart provided, for each of the Public Housing Agency's (PHA) in the CoC's geographic area: (1) identify the percentage of new admissions to the Public Housing or Housing Choice Voucher (HCV) Programs in the PHA's that were homeless at the time of admission; and (2) indicate whether the PHA has a homeless admission preference in its Public Housing and/or HCV program.

Attachment Required: If the CoC selected, "Yes-Public Housing", "Yes-HCV" or "Yes-Both", attach an excerpt from the PHA(s) written policies or a letter from the PHA(s) that addresses homeless preference.

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2016 who were homeless at entry	PHA has General or Limited Homeless Preference
Boston Housing Authority	68.90%	Yes-HCV
MA Department of Housing & Community Development	36.00%	Yes-HCV
Cambridge Housing Authority	15.00%	No
Arlington Housing Authority	5.00%	No
Somerville Housing Authority	29.00%	Yes-Both

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-4a. For each PHA where there is not a homeless admission preference in their written policies, identify the steps the CoC has taken to encourage the PHA to adopt such a policy. (limit 1000 characters)

The CoC is working with the local HUD field office to engage the Somerville and Arlington PHAs on the homeless admission preference, as well as developing a moving on strategy for households well stabilized in CoC permanent supportive housing to gain other PHA permanent housing. The CoC is attempting to extend this outreach and dialogue to other nearby PHAs as well. A staff member of the Somerville Housing Authority attends CoC meetings.

1C-5. Describe the actions the CoC has taken to: (1) address the needs of Lesbian, Gay, Bisexual, Transgender (LGBT) individuals and their families experiencing homelessness, (2) conduct regular CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity, including Gender Identify Equal Access to Housing, Fina Rule; and (3) implementation of an anti-discrimination policy. (limit 1000 characters)

The CoC addresses the needs of LGBT homeless individuals and families

through training to ensure needs are met in shelter, housing and services. This year, the CoC lead presented to the CoC on the HUD Equal Access to Housing final rule based on information from the HUD webinar, and written materials about the rule have been posted on the CoC website. Annual training will be provided going forward, covering such issues as safety in emergency shelter, transitional and permanent housing; record-keeping and documentation; privacy etc. The CoC through the City of Somerville has implemented an anti-discrimination policy that includes LGBTQ status and it is enforced. The CoC also works in partnership with the City's LGBTQ liaison. In addition to the City policy, the CoC will implement an anti-discrimination policy as of its November 21, 2017 meeting.

1C-6. Criminalization: Select the specific strategies implemented by the CoC to prevent the criminalization of homelessness in the CoC's geographic area. Select all that apply.

Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
Engaged/educated law enforcement:	<input checked="" type="checkbox"/>
Engaged/educated local business leaders	<input checked="" type="checkbox"/>
Implemented communitywide plans:	<input type="checkbox"/>
No strategies have been implemented	<input type="checkbox"/>
Other:(limit 50 characters)	
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1D-1. Discharge Planning-State and Local: Select from the list provided, the systems of care the CoC coordinates with and assists in state and local discharge planning efforts to ensure those who are discharged from that system of care are not released directly to the streets, emergency shelters, or other homeless assistance programs. 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 type="checkbox"/>
None:	<input type="checkbox"/>

1D-1a. If the applicant did not check all the boxes in 1D-1, provide: (1) an explanation of the reason(s) the CoC does not have a discharge policy in place for the system of care; and (2) provide the actions the CoC is taking or plans to take to coordinate with or assist the State and local discharge planning efforts to ensure persons are not discharged to the street, emergency shelters, or other homeless assistance programs. (limit 1000 characters)

There is no correctional facility within our CoC's geography. Any persons discharged from corrections in another geography but returning to our geography in need of assistance would contact and/or our coordinated entry point of access for referral and for help with housing if needed. The CoC coordinated entry system includes outreach to local police and correctional institutions in the greater Boston metro area.

1D-2. Discharge Planning: Select the system(s) of care within the CoC's geographic area the CoC actively coordinates with to ensure persons who have resided in any of the institutions listed below longer than 90 days are not discharged directly to the streets, emergency shelters, or other

homeless assistance programs. 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 type="checkbox"/>
None:	<input type="checkbox"/>

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

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1E-1. Using the drop-down menu, select the appropriate response(s) that demonstrate the process the CoC used to rank and select project applications in the FY 2017 CoC Program Competition which included (1) the use of objective criteria; (2) at least one factor related to achieving positive housing outcomes; and (3) included a specific method for evaluating projects submitted by victim service providers.

Attachment Required: Public posting of documentation that supports the process the CoC used to rank and select project application.

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

1E-2. Severity of Needs and Vulnerabilities

**CoCs must provide the extent the CoC considered the severity of needs and vulnerabilities experienced by program participants in their project ranking and selection process. Describe: (1) the specific vulnerabilities the CoC considered; and (2) how the CoC takes these vulnerabilities into account during the ranking and selection process. (See the CoC Application Detailed Instructions for examples of severity of needs and vulnerabilities.)
(limit 1000 characters)**

The CoC used 3 main criteria from the HUD model scorecard, as adapted to our local CoC, to score projects on the severity of needs and vulnerabilities of those served. Overall, agencies were allotted up to 125 total points.. Only projects serving a minimum of 50% of program participants with the following specific vulnerabilities received up to 30 of the 125 points (10 points for each vulnerable population): participants who had been unsheltered or coming from a place not meant for human habitation at the time of entry, participants with more than one disability type, and participants with zero income at the time of entry. The CoC then used the project scores to rank the projects in order of score, though with permanent housing and renewals prioritized above other projects. In this way, the vulnerabilities of homeless people serve as key factors in the ranking and selection process.

1E-3. Using the following checklist, select: (1) how the CoC made publicly available to potential project applicants an objective ranking and selection process that was used for all project (new and renewal) at least 2 days before the application submission deadline; and (2) all parts of the CoC Consolidated Application, the CoC Application attachments, Priority Listing that includes the reallocation forms and Project Listings that show all project applications submitted to the CoC were either accepted and ranked, or rejected and were made publicly available to project applicants, community members and key stakeholders.

Attachment Required: Documentation demonstrating the objective ranking and selections process and the final version of the completed CoC Consolidated Application, including the CoC Application with attachments, Priority Listing with reallocation forms and all project applications that were accepted and ranked, or rejected (new and renewal) was made publicly available. Attachments must clearly show the date the documents were publicly posted.

Public Posting	
CoC or other Website	<input checked="" type="checkbox"/>
Email	<input checked="" type="checkbox"/>
Mail	<input type="checkbox"/>
Advertising in Local Newspaper(s)	<input type="checkbox"/>
Advertising on Radio or Television	<input type="checkbox"/>
Social Media (Twitter, Facebook, etc.)	<input type="checkbox"/>

1E-4. Reallocation: Applicants must demonstrate the ability to reallocate lower performing projects to create new, higher performing projects. CoC's may choose from one of the following two options below to answer this question. You do not need to provide an answer for both.

Option 1: The CoC actively encourages new and existing providers to apply for new projects through reallocation.

Attachment Required - Option 1: Documentation that shows the CoC actively encouraged new and existing providers to apply for new projects through reallocation.

Option 2: The CoC has cumulatively reallocated at least 20 percent of the CoC's ARD between FY 2013 and FY 2017 CoC Program Competitions.

No Attachment Required - HUD will calculate the cumulative amount based on the CoCs reallocation forms submitted with each fiscal years Priority Listing.

Reallocation: Option 1

Attachment Required - provide documentation that shows the CoC actively encouraged new and existing providers to apply for new projects through reallocation.

1E-5. If the CoC rejected or reduced project application(s), enter the date the CoC and Collaborative Applicant notified project applicants their project application(s) were being rejected or reduced in writing outside of e-snaps. 08/08/2017

Attachment Required: Copies of the written notification to project applicant(s) that their project application(s) were rejected. Where a project application is being rejected or reduced, the CoC must indicate the reason(s) for the rejection or reduction.

1E-5a. Provide the date the CoC notified applicant(s) their application(s) were accepted and ranked on the Priority Listing, in writing, outside of e-snaps. 09/13/2017

Attachment Required: Copies of the written notification to project applicant(s) their project application(s) were accepted and ranked on the Priority listing.

Reallocation Supporting Documentation

Attachment Required - provide documentation that shows the CoC actively encouraged new and existing providers to apply for new projects through reallocation.

Document Type	Required?	Document Description	Date Attached
Reallocation Supporting Documentation	No	MA 517 1E-4 Reall...	09/25/2017

Attachment Details

Document Description: MA 517 1E-4 Reallocation Supporting Documentation

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

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

Attachment Required: If "Yes" is selected, a copy of the sections of the Governance Charter, or MOU/MOA addressing the roles and responsibilities of the CoC and HMIS Lead.

2A-1a. Provide the page number(s) where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document(s) referenced in 2A-1. In addition, indicate if the page number applies to the Governance Charter or MOU/MOA. 8-10 Governance Charter Plus MOU

2A-2. Does the CoC have a HMIS Policies and Procedures Manual? Attachment Required: If the response was "Yes", attach a copy of the HMIS Policies and Procedures Manual. Yes

2A-3. What is the name of the HMIS software vendor? Social Solutions

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

2A-5. Per the 2017 HIC use the following chart to indicate the number of beds in the 2017 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 2017 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ESG) beds	78	17	61	100.00%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	47	0	47	100.00%
Rapid Re-Housing (RRH) beds	9	0	0	0.00%
Permanent Supportive Housing (PSH) beds	126	0	126	100.00%
Other Permanent Housing (OPH) beds	33	0	33	100.00%

2A-5a. To receive partial credit, if the bed coverage rate is below 85 percent for any of the project types, the CoC must provide clear steps on how it intends to increase this percentage for each project type over the next 12 months.

(limit 1000 characters)

N/A

2A-6. Annual Housing Assessment Report (AHAR) Submission: How many Annual Housing Assessment Report (AHAR) tables were accepted and used in the 2016 AHAR? 10

2A-7. Enter the date the CoC submitted the 2017 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX). 05/01/2017
(mm/dd/yyyy)

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

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2B-1. Indicate the date of the CoC's 2017 PIT count (mm/dd/yyyy). If the PIT count was conducted outside the last 10 days of January 2017, HUD will verify the CoC received a HUD-approved exception. 01/25/2017

2B-2. Enter the date the CoC submitted the PIT count data in HDX. (mm/dd/yyyy) 05/04/2017

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

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2C-1. Describe any change in the CoC’s sheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017. Specifically, how those changes impacted the CoCs sheltered PIT count results. (limit 1000 characters)

The CoC made two changes in sheltered count implementation that improved data quality and impacted the 2017 PIT count results. (1) It reclassified the Somerville Homeless Coalition’s PASS-scattered project from TH to OPH. This project provides HOME-funded transitional rental assistance (2 years). While the assistance is temporary, the tenancies are permanent, so these participants should not be classified as homeless. (2) The Just A Start Corporation’s Just A Start House emergency shelter closed in May 2016 and was removed from the count. This state-funded shelter was in recent years used for young parenting families exiting the foster care system, and would have been removed from the homeless count this year, even if it had remained open. The 2017 PIT count reflects 19 fewer people in ES and 20 fewer in TH, consistent with the changes in projects counted as noted above.

2C-2. Did your CoC change its provider coverage in the 2017 sheltered count? Yes

2C-2a. If “Yes” was selected in 2C-2, enter the change in provider coverage in the 2017 sheltered PIT count, including the number of beds added or removed due to the change.

Beds Added:	0
Beds Removed:	40
Total:	-40

2C-3. Did your CoC add or remove emergency shelter, transitional housing, or Safe-Haven inventory because of funding specific to a Presidentially declared disaster resulting in a change to the CoC's 2017 sheltered PIT count? No

2C-3a. If "Yes" was selected in 2C-3, enter the number of beds that were added or removed in 2017 because of a Presidentially declared disaster.

Beds Added:	0
Beds Removed:	0
Total:	0

2C-4. Did the CoC change its unsheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017? Yes
 CoCs that did not conduct an unsheltered count in 2016 or did not report unsheltered PIT count data to HUD in 2016 should compare their efforts in 2017 to their efforts in 2015.

2C-4a. Describe any change in the CoC’s unsheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017. Specify how those changes impacted the CoC’s unsheltered PIT count results. See Detailed Instructions for more information. (limit 1000 characters)

The CoC improved data quality implementation that resulted in more unsheltered people being identified. In Arlington, volunteers accompanied the police to search in locations where homeless people have been reported to sleep, areas which had not been thoroughly canvassed in the past. This change led to 7 unsheltered homeless people being counted in Arlington compared to 0 in 2016.
 In Somerville, the Police Department gave input on new locations to include. The CoC recruited additional volunteers to canvass the new route where police reported they had been finding homeless people at night. Fifteen unsheltered homeless people were counted in Somerville. In total 22 unsheltered people were counted in the CoC compared to 6 last year.

2C-5. Did the CoC implement specific measures to identify youth in their PIT count? Yes

2C-5a. If "Yes" was selected in 2C-5, describe the specific measures the CoC; (1) took to identify homeless youth in the PIT count; (2) during the planning process, how stakeholders that serve homeless youth were engaged; (3) how homeless youth were engaged/involved; and (4) how the CoC worked with stakeholders to select locations where homeless youth are most likely to be identified. (limit 1000 characters)

The CoC took new measures to identify homeless youth. Two CoC partners that serve homeless youth, Wayside Youth and Family Support Network and JRI Health, were more involved in planning for this year’s count. With the help from these partners, the CoC conducted focus groups with youth early in the

planning, which helped identify areas where the youth population tend to gather. Additionally, there was more coordination with the McKinney Vento liaison in the school department to help identify youth. The CoC also worked with youth ambassadors in order to build relationships for planning and implementation of the count.

2C-6. Describe any actions the CoC implemented in its 2017 PIT count to better count individuals and families experiencing chronic homelessness, families with children, and Veterans experiencing homelessness. (limit 1000 characters)

Throughout the year the CoC continued to train partnering agencies and volunteers in the chronic homeless and Veterans definitions and the best approaches to engaging these populations. It also continued to improve HMIS data quality. The result was improved accuracy in the counts of these subpopulations in 2017.

3A. Continuum of Care (CoC) System Performance

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

**3A-1. Performance Measure: Reduction in the Number of First-Time Homeless. Describe: (1) the numerical change the CoC experienced; (2) the process the CoC used to identify risk factors of becoming homeless for the first time; (3) the strategies in place to address individuals and families at risk of becoming homeless; and (4) the organization or position that is responsible for overseeing the CoC's strategy to reduce or end the number of individuals and families experiencing homelessness for the first time.
(limit 1000 characters)**

Metric 5.1 increased by 19, and metric 5.2, including those entering permanent housing, increased by 28. The CoC has developed a Coordinated Entry (CE) vulnerability tool, which assists with identifying risk factors that contribute to first time homelessness such as disability, history of DCF involvement, income, criminal history and health. As part of the CE process, the CE manager reviews the data on those experiencing homelessness for the first time and tries to identify patterns in homelessness. A report is run quarterly for review and discussion. Strategies to reduce and end homelessness for the first time include bringing together providers through a coordinated referral process to utilize ESG prevention and RRH funds, state HomeBASE RRH funds to divert imminently homeless families, as well as Emergency Food and Shelter Program funds through FEMA to assist with Rent, Mortgage and Utility Assistance. The CE Manager is responsible for overseeing this strategy.

**3A-2. Performance Measure: Length-of-Time Homeless. CoC 's must demonstrate how they reduce the length-of-time for individuals and families remaining homeless. Describe (1) the numerical change the CoC experienced; (2) the actions the CoC has implemented to reduce the length-of-time individuals and families remain homeless; (3) how the CoC identifies and houses individuals and families with the longest length-of-time homeless; and (4) identify the organization or position that is responsible for overseeing the CoC's strategy to reduce the length-of-time individuals and families remain homeless.
(limit 1000 characters)**

The average decrease in length of homelessness (metric 1.1) is -34 and the median is -23 nights. The average decrease, including TH (metric 1.2), is -31 and the median decrease is -25 nights. To reduce average length of time homeless, the CoC, using HMIS, has implemented for regular review a by-name list of individuals and families who are the longest stayers. The CoC is targeting

CoC PSH, mainstream affordable PH, and ESG RRH to get these households into housing as quickly as possible. CE assists with matching housing inventory, including mainstream affordable housing, with client needs and choice. To further build capacity to identify long stayers, the CoC has applied for an HMIS grant in this application. The CE Manager is responsible for overseeing the CoC's strategy to reduce the length of time homeless.

3A-3. Performance Measures: Successful Permanent Housing Placement and Retention

Describe: (1) the numerical change the CoC experienced; (2) the CoCs strategy to increase the rate of which individuals and families move to permanent housing destination or retain permanent housing; and (3) the organization or position responsible for overseeing the CoC's strategy for retention of, or placement in permanent housing. (limit 1000 characters)

There is a 4% increase in successful exits to permanent housing (metric 7b.1); for those in all permanent housing projects except PH-RRH; and there is a -3% change in exits to or retention of permanent housing (metric 7b.2). (Metric 7a.1 didn't have a difference calculated.) Key strategies include engaging clients using ESG RRH and CDBG funds for case management, housing search and rental assistance to support clients with their move to and retention of PH. Medicaid-funded case management through the Massachusetts CSPECH program also supports retention of PSH for participants who are formerly chronically homeless. The CoC has recently implemented the CE program in order to improve outcomes, increasing those retaining /exiting to PH. Using HMIS, data is monitored and addressed at the project level through case conferencing and matching client needs and choice with housing inventory. The CE Manager is responsible for overseeing the CoC's strategy for placement and retention of PH.

3A-4. Performance Measure: Returns to Homelessness.

Describe: (1) the numerical change the CoC experienced, (2) what strategies the CoC implemented to identify individuals and families who return to homelessness, (3) the strategies the CoC will use to reduce additional returns to homelessness, and (4) the organization or position responsible for overseeing the CoC's efforts to reduce the rate of individuals and families' returns to homelessness. (limit 1000 characters)

For measure 2, percentage of returns to homelessness in less than 6 months is 1%, between 6 to 12 months is 2%, between 13 to 24 months is 1% and returns in 2 years is 4%. Strategies the CoC has implemented include using HMIS to run quarterly reports and identify patterns, which has shown that we are seeing a more challenging population with more mental health issues. As a result, we have targeted Medicaid funded services for chronically homeless to move to/retain PSH. Over the next 12 months, the CoC will target ESG prevention through the City's Supplemental ESG award, and continue to use Medicaid funded services. The CoC also plans to renew efforts to negotiate and educate landlords on programs and services and will host provider TA sessions on using Housing First to increase retention. Lastly, the CoC will work with the State on youth homelessness initiatives to strengthen client connections. The CE

Manager will oversee the CoC’s strategy to reduce rate of returns to homelessness.

3A-5. Performance Measures: Job and Income Growth

**Describe: (1) the strategies that have been implemented to increase access to employment and mainstream benefits; (2) how the CoC program-funded projects have been assisted to implement the strategies; (3) how the CoC is working with mainstream employment organizations to help individuals and families increase their cash income; and (4) the organization or position that is responsible for overseeing the CoC’s strategy to increase job and income growth from employment, non-employment including mainstream benefits.
(limit 1000 characters)**

Total income increased by 3% for stayers and 19% for leavers (metrics 4.3 & 4.6). Strategies to access employment and non-employment cash include provider staff training in SOAR to assist clients applying for SSI, and encouraging referrals to the One Stop and to Mass Rehab. Providers also work closely with Somerville Community Corporation’s First Source Jobs Program, which connects job seekers with local employers and provides soft skills training, leadership development and one-on-one coaching (job search through post-placement). Strategies to access mainstream benefits for CoC-funded projects include bi-annual review of HMIS data on client income and benefits to analyze whether clients are getting all possible benefits. Staff assist with food stamp, Medicaid, and other applications, and Cambridge Somerville Legal Services assists with appeals of denials. HMIS data quality monitoring is another part of the strategy. The HMIS lead is responsible for overseeing the CoC’s strategy.

3A-6. Did the CoC completely exclude a geographic area from the most recent PIT count (i.e. no one counted there, and for communities using samples in the area that was excluded from both the sample and extrapolation) where the CoC determined there were no unsheltered homeless people, including areas that are uninhabitable (deserts, forests). Yes

**3A.6a. If the response to 3A-6 was “Yes”, what was the criteria and decision-making process the CoC used to identify and exclude specific geographic areas from the CoCs unsheltered PIT count?
(limit 1000 characters)**

The CoC excluded certain streets and neighborhoods from the unsheltered count based on information from stakeholders involved in outreach that there is no basis for believing persons experiencing homelessness stay in those areas. An effort was made to use local knowledge to target known locations with known concentrations of unsheltered homeless people through meetings of the PIT Planning Committee. Key committee members who shared data included CASPAR’s Street Outreach Program, Healthcare for the Homeless (which does

some street outreach within the CoC), and Somerville and Arlington Police. Reports of street homeless locations over the past year from these key member groups assisted the committee with developing the routes to canvass. The canvassed areas were thoroughly covered.

3A-7. Enter the date the CoC submitted the System Performance Measures data in HDX, which included the data quality section for FY 2016. 06/05/2017
(mm/dd/yyyy)

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

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3B-1. Compare the total number of PSH beds, CoC program and non CoC-program funded, that were identified as dedicated for yes by chronically homeless persons in the 2017 HIC, as compared to those identified in the 2016 HIC.

	2016	2017	Difference
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homelessness persons identified on the HIC.	23	40	17

3B-1.1. In the box below: (1) "total number of Dedicated PLUS Beds" provide the total number of beds in the Project Allocation(s) that are designated ad Dedicated PLUS beds; and (2) in the box below "total number of beds dedicated to the chronically homeless:, provide the total number of beds in the Project Application(s) that are designated for the chronically homeless. This does not include those that were identified in (1) above as Dedicated PLUS Beds.

Total number of beds dedicated as Dedicated Plus	0
Total number of beds dedicated to individuals and families experiencing chronic homelessness	40
Total	40

3B-1.2. Did the CoC adopt the Orders of Priority into their standards for all CoC Program funded PSH projects as described in Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing. Yes

3B-2.1. Using the following chart, check each box to indicate the factor(s) the CoC currently uses to prioritize households with children based on need during the FY 2017 Fiscal Year.

History of or 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 with Mental/Physical Disability	<input checked="" type="checkbox"/>

3B-2.2. Describe: (1) the CoCs current strategy and timeframe for rapidly rehousing every household of families with children within 30 days of becoming homeless; and (2) the organization or position responsible for overseeing the CoC’s strategy to rapidly rehouse families with children within 30 days of becoming homeless. (limit 1000 characters)

The CoC coordinates closely with MA DHCD, which oversees access to statewide family shelter including in the CoC, trains providers in RRH strategies, and provides state-funded HomeBASE (“HB”) RRH. The CoC strategy involves accessing HB so sheltered families can rapidly move to housing. The CoC also uses a by-name list, with chronic families with children targeted for movement to CoC PSH and mainstream PH as well as for housing placement using HB, ESG RRH funds, and CDBG case management and housing search funds. The vulnerability tool helps the CoC target services according to specific need. The current timeframe is 6 months, although our average length of stay for families with children is between 135-145 days. Housing costs are high within the CoC, which makes finding housing difficult and often families using RRH are placed outside the CoC. The CE manager is responsible for implementing the CoC’s strategy to rapidly rehouse families with children within 30 days of becoming homeless.

3B-2.3. Compare the number of RRH units available to serve families from the 2016 and 2017 HIC.

	2016	2017	Difference
Number of CoC Program and non-CoC Program funded PSH units dedicated for use by chronically homelessness persons identified on the HIC.	0	3	3

3B-2.4. Describe the actions the CoC is taking to ensure emergency shelters, transitional housing, and permanent supportive housing (PSH and RRH) providers within the CoC adhere to anti-discrimination policies by not denying admission to, or separating any family members from other members of their family or caregivers based on age, sex, gender, LGBT status, marital status or disability when entering a shelter or Housing. (limit 1000 characters)

The CoC has a written standard that families are not separated when they enter shelter or housing as part of its emphasis on low barrier housing. Similarly, state family shelter contracts prohibit involuntary family separation and prohibit discrimination. The CoC has conducted a technical assistance session for

providers on Equal Access and Gender Identity Rules, to help ensure that all CoC and ESG projects are in compliance and in general to ensure we are providing a safe space and inclusive housing for all. After the training session, providers have reviewed and updated their program admissions, occupancy, and operating policies and procedures (including policies and procedures to protect individuals' privacy and security), so that equal access is provided to individuals based on their gender, sex, LGBT status, age, marital status, or disability.

3B-2.5. From the list below, select each of the following the CoC has strategies to address the unique needs of unaccompanied homeless youth.

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

3B-2.6. From the list below, select each of the following the CoC has a strategy for prioritization of unaccompanied youth based on need.

History or Vulnerability to Victimization (e.g., domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
Number of Previous Homeless Episodes	<input checked="" type="checkbox"/>
Unsheltered Homelessness	<input checked="" type="checkbox"/>
Criminal History	<input checked="" type="checkbox"/>
Bad Credit or Rental History	<input type="checkbox"/>

3B-2.7. Describe: (1) the strategies used by the CoC, including securing additional funding to increase the availability of housing and services for youth experiencing homelessness, especially those experiencing unsheltered homelessness; (2) provide evidence the strategies that have been implemented are effective at ending youth homelessness; (3) the measure(s) the CoC is using to calculate the effectiveness of the strategies; and (4) why the CoC believes the measure(s) used is an appropriate way to determine the effectiveness of the CoC's efforts. (limit 1500 characters)

The CoC used 2 strategies to increase housing and services for homeless youth. (1) Two CoC PSH projects for unaccompanied homeless youth have lowered barriers and are increasing housing placements through CE strategies; (2) The CoC coordinates with the state, which ensures homeless parenting youth are placed in family shelter and access state RRH. The CoC strategies have been effective as measured by PIT data. In 2016 there were 26 youth

households (9 UHY and 17 parenting youth households). In 2017 this dropped to 15 (10 UHY and 5 parenting youth households). The CoC participates in the annual statewide homeless youth count in May. In the future it will use youth count findings and HMIS data to add housing placement rates and length of homelessness data to its measures of effectiveness.

3B-2.8. Describe: (1) How the CoC collaborates with youth education providers, including McKinney-Vento local educational authorities and school districts; (2) the formal partnerships the CoC has with these entities; and (3) the policies and procedures, if any, that have been adopted to inform individuals and families who become homeless of their eligibility for educational services. (limit 1000 characters)

The CoC closely collaborates with the McKinney Vento liaisons for Somerville and Arlington in three ways: coordinating educational services for children in family shelter; conducting the annual statewide unaccompanied homeless youth count; and participating in the Mayor of Somerville’s Homeless Task Force, which focuses on homeless youth and includes school officials, the McKinney Vento liaison and CoC members. The CoC has a formal partnership and policy via its family shelter, which is mandated by state contract to have a point person who coordinates with the McKinney Vento liaisons. Families are informed of their rights and children must be connected to school and early childcare services. Additionally, several CoC members are providers of services to unaccompanied homeless youth, including Youth Harbors, Teen Empowerment, Wayside, and Somerville Homeless Coalition, all of whom ensure homeless youth are informed of their eligibility and connected to educational services.

3B-2.9. Does the CoC have any written formal agreements, MOU/MOAs or partnerships with one or more providers of early childhood services and supports? Select “Yes” or “No”.

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

3B-3.1. Provide the actions the CoC has taken to identify, assess, and refer homeless Veterans who are eligible for Veterans Affairs services and housing to appropriate resources such as HUD-VASH and Supportive

**Services for Veterans Families (SSVF) program and Grant and Per Diem (GPD).
(limit 1000 characters)**

Using HMIS and the Coordinated Entry (CE) Program, the CoC identifies and assesses homeless veterans for eligibility, and refers them for services and housing operated through the VA. The CE Manager runs a quarterly report of homeless veterans for review and discussion. Among the CoC members involved in the review and discussion is Volunteers of America, a non-McKinney funded agency that operates multiples programs for veterans, including a GPD transitional housing program in the CoC. Volunteers of America plays a key role in connecting homeless veterans to VA resources, including the GPD program in Somerville and to SSVF and VASH.

3B-3.2. Does the CoC use an active list or by name list to identify all Veterans experiencing homelessness in the CoC? Yes

3B-3.3. Is the CoC actively working with the VA and VA-funded programs to achieve the benchmarks and criteria for ending Veteran homelessness? Yes

3B-3.4. Does the CoC have sufficient resources to ensure each Veteran is assisted to quickly move into permanent housing using a Housing First approach? No

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

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

4A-1. Select from the drop-down (1) each type of healthcare organization the CoC assists program participants with enrolling in health insurance, and (2) if the CoC provides assistance with the effective utilization of Medicaid and other benefits.

Type of Health Care	Yes/No	Assist with Utilization of Benefits?
Public Health Care Benefits (State or Federal benefits, e.g. Medicaid, Indian Health Services)	Yes	Yes
Private Insurers:	Yes	Yes
Non-Profit, Philanthropic:	Yes	Yes
Other: (limit 50 characters)		

4A-1a. Mainstream Benefits

CoC program funded projects must be able to demonstrate they supplement CoC Program funds from other public and private resources, including: (1) how the CoC works with mainstream programs that assist homeless program participants in applying for and receiving mainstream benefits; (2) how the CoC systematically keeps program staff up-to-date regarding mainstream resources available for homeless program participants (e.g. Food Stamps, SSI, TANF, substance abuse programs); and (3) identify the organization or position that is responsible for overseeing the CoCs strategy for mainstream benefits. (limit 1000 characters)

CoC agencies actively work with homeless program participants to access mainstream services and resources in order to increase participant incomes and to help supplement CoC-funded projects. Mainstream benefits include Medicaid/Medicare, SNAP, SSI/SSDI, TANF, WIC, and VA/other benefits.

The CoC systematically ensures program staff is updated about accessing mainstream benefits. The CoC recently updated the Resource Guide for People Homeless in Somerville and Arlington that lists local, state, federal and private resources and services regularly accessed by homeless people. The Guide is distributed to CoC agencies and reviewed at CoC training meetings with front line staff. There are staff within the CoC that are SOAR trained, and they use these skills to help expedite applications for SSA disability programs to help

increase participant incomes.

The Coordinated Entry program manager is responsible for overseeing the CoC strategy for accessing mainstream benefits.

4A-2. Low Barrier: Based on the CoCs FY 2017 new and renewal project applications, what percentage of Permanent Housing (PSH) and Rapid Rehousing (RRH), Transitional Housing (TH), Safe-Haven, and SSO (Supportive Services Only-non-coordinated entry) projects in the CoC are low-barrier?

Total number of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO project applications in the FY 2017 competition (new and renewal)	9.00
Total number of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO renewal and new project applications that selected "low barrier" in the FY 2017 competition.	9.00
Percentage of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO renewal and new project applications in the FY 2017 competition that will be designated as "low barrier"	100.00%

4A-3. Housing First: What percentage of CoC Program Funded PSH, RRH, SSO (non-coordinated entry), safe-haven and Transitional Housing; FY 2017 projects have adopted the Housing First approach, meaning that the project quickly houses clients without preconditions or service participation requirements?

Total number of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH project applications in the FY 2017 competition (new and renewal).	9.00
Total number of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH renewal and new project applications that selected Housing First in the FY 2017 competition.	9.00
Percentage of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH renewal and new project applications in the FY 2017 competition that will be designated as Housing First.	100.00%

4A-4. Street Outreach: Describe (1) the CoC's outreach and if it covers 100 percent of the CoC's geographic area; (2) how often street outreach is conducted; and (3) how the CoC has tailored its street outreach to those that are least likely to request assistance. (limit 1000 characters)

CoC street outreach is being incorporated into the Coordinated Entry (CE) program that began on July 1, 2017 and covers 100% of the CoC geographic area.

Outreach is conducted regularly in known locations and as requested by police/others. Healthcare for the Homeless also has a street outreach presence every Wednesday morning, primarily around Davis and Porter Sq. in Somerville.

The CE program has bilingual staff and has enlisted the help of a multilingual provider of translation and interpretive services to be able to ensure for effective communication. All staff are being trained on low-barrier, trauma informed, harm reduction methodologies to help overcome barriers and increase effectiveness in engaging those that are least likely to request assistance. Street outreach also involves working with the Somerville and Arlington Police Departments as part of their jail diversion programming to link hard to reach street homeless people to our CE system.

4A-5. Affirmative Outreach

Specific strategies the CoC has implemented that furthers fair housing as detailed in 24 CFR 578.93(c) used to market housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status, or disability; who are least likely to apply in the absence of special outreach.

Describe: (1) the specific strategies that have been implemented that affirmatively further fair housing as detailed in 24 CFR 578.93(c); and (2) what measures have been taken to provide effective communication to persons with disabilities and those with limited English proficiency. (limit 1000 characters)

The CoC has reviewed program marketing plans to ensure they are accessible to all. The CoC has also provided guidance on marketing programs to those who are street homeless and is working with Healthcare for the Homeless and the Wednesday street outreach volunteer team, as this population is the most vulnerable and least likely to apply in the absence of special outreach. Providers also have handouts for clients on their rights and remedies available under federal, state and local fair housing and civil rights law.

To ensure that the communications are effective, providers within the CoC have large-print and translated handouts in other languages. Many of the providers have staff who can speak other languages, and the City, as CoC lead, has language liaisons for Spanish, Portuguese, and Haitian Creole. Additionally, the CE provider has enlisted the services of a multilingual provider of translation and interpretive services.

4A-6. Compare the number of RRH beds available to serve populations from the 2016 and 2017 HIC.

	2016	2017	Difference
RRH beds available to serve all populations in the HIC	0	9	9

4A-7. Are new proposed project applications requesting \$200,000 or more in funding for housing rehabilitation or new construction? No

4A-8. Is the CoC requesting to designate one or more SSO or TH projects to serve homeless households with children and youth defined as homeless under other Federal statues who are unstably housed (paragraph 3 of the definition of homeless found at 24 CFR 578.3). No

4B. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
01. 2016 CoC Consolidated Application: Evidence of the CoC's communication to rejected participants	Yes	MA-517 Evidence o...	09/25/2017
02. 2016 CoC Consolidated Application: Public Posting Evidence	Yes	MA-517 2017 CoC C...	09/25/2017
03. CoC Rating and Review Procedure (e.g. RFP)	Yes	MA 517 Rating and...	09/25/2017
04. CoC's Rating and Review Procedure: Public Posting Evidence	Yes	MA 517 CoC Rating...	09/25/2017
05. CoCs Process for Reallocating	Yes	MA 517 CoC Proces...	09/25/2017
06. CoC's Governance Charter	Yes	MA 517 Governance...	09/25/2017
07. HMIS Policy and Procedures Manual	Yes	MA 517 HMIS Polic...	09/25/2017
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	MA 517 PHA Admini...	09/25/2017
10. CoC-HMIS MOU (if referenced in the CoC's Governance Charter)	No	MA 517 CoC-HMIS MOU	09/25/2017
11. CoC Written Standards for Order of Priority	No	MA 517 Written St...	09/25/2017
12. Project List to Serve Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
13. HDX-system Performance Measures	Yes	MA 517 HDX System...	09/25/2017
14. Other	No		
15. Other	No		

Attachment Details

Document Description: MA-517 Evidence of the CoC's communication to rejected participants

Attachment Details

Document Description: MA-517 2017 CoC Consolidated Application: Public Posting Evidence

Attachment Details

Document Description: MA 517 Rating and Review Procedure

Attachment Details

Document Description: MA 517 CoC Rating and Review Procedure - Public Posting Evidence

Attachment Details

Document Description: MA 517 CoC Process for Reallocating

Attachment Details

Document Description: MA 517 Governance Charter

Attachment Details

Document Description: MA 517 HMIS Policies and Procedures Manual

Attachment Details

Document Description:

Attachment Details

Document Description: MA 517 PHA Administration Plans

Attachment Details

Document Description: MA 517 CoC-HMIS MOU

Attachment Details

Document Description: MA 517 Written Standards for Order of Priority

Attachment Details

Document Description:

Attachment Details

Document Description: MA 517 HDX System Performance Measures

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. Identification	09/14/2017
1B. Engagement	09/25/2017
1C. Coordination	09/25/2017
1D. Discharge Planning	09/25/2017
1E. Project Review	09/25/2017
1F. Reallocation Supporting Documentation	09/25/2017
2A. HMIS Implementation	09/25/2017
2B. PIT Count	09/18/2017
2C. Sheltered Data - Methods	09/21/2017
3A. System Performance	09/18/2017
3B. Performance and Strategic Planning	09/21/2017

4A. Mainstream Benefits and Additional Policies	09/18/2017
4B. Attachments	09/25/2017
Submission Summary	No Input Required

MA-517 Somerville Arlington CoC
1E-4: Reallocation Supporting Documentation

The Collaborative Applicant actively encouraged new and existing providers to apply for new projects through reallocation by doing the following:

- Sent the two attached emails with details on the reallocation opportunity and application process
 - August 8, 2017
 - August 16, 2017
- Hosted a Technical Assistance session for all prospective providers on August 15, 2017 with the CoC planning consultant so providers could get input on their project ideas and whether they would fit under HUD CoC requirements and priorities.
- Created a simple concept paper (also attached) for providers to complete to determine if their project ideas were eligible (prior to submission of the lengthier CoC project application).
- Provided technical assistance feedback in response to concept papers and then invited applications through esnaps.

NOTE: A concept paper for a new project through reallocation was submitted by a new provider who had never received CoC funding, however, the project was not for an eligible homeless population and the provider voluntarily withdrew their concept paper. The provider was encouraged to consider the one-time ESG supplemental application available through the CoC Lead as well as advised about possible partnerships with other CoC members.

Kelly Donato

From: Heidi Burbidge
Sent: Tuesday, August 08, 2017 11:30 AM
To: Alba Perez; Alex Pirie; Amanda; Anthony Joseph; antwan steed; Barbara Rubel; Beth M Howe; Betsy Reid; Claire Makrinikolas; Daniel LeBlanc; Danielle Ferrier; David Dorvilier; David Gibbs; Doug Kress; Eileen Feldman; Elana Horwitz; Elizabeth Winston; Emily Bullen; Gerry Zipser; Heather Hernandez; Henry Goodhue; Jason Ramirez; Jessica Brayden; Karla Sordia Lozano; Kelly McEachirn; Kerrin Bowers; Laura Wiener; Lisa Davidson; Lisa Lindman; Luciana Quintanilha; Lydie Ultimo; Marc McGovern; Mark Alston-Follansbee; Mark Evans; Mayte Antelo-Ovando; Megan Alfoni; Mike Libby; Nancy Bacci; Nancy Kavanagh; Netra Darai; Pam Hallett; Penny Snyder; Rita Shah; Sam Davidson-Weiss; Scott Hayman; Sean Terry; Shannon B; Stephanie Fox; Susan Hegel; Tom Bierbaum; Yaritza DeJesus
Cc: Kelly Donato; Joyce Tavon
Subject: 2017 NOFA application process -- reallocation and bonus funding
Attachments: Concept paper example-CoC2017.doc; USICH-CoC_-NOFA_-Webinar-2017.pdf

Dear Providers:

Please take note: funding for new Somerville-Arlington CoC projects will be available during the 2017 NOFA application process. We expect that there will be the following available for new projects:

- **Reallocation - up to \$158,881**
- Permanent Housing Bonus - \$106,470.

We very much encourage agencies to apply for this funding, especially the reallocation funds. New reallocation projects will only be awarded if the CoC has a competitive score, however the CoC scored high enough to receive such funds last year. Bonus funds, however are much more limited and require a very high CoC score. Our CoC will lose any reallocated funding that is not awarded to another project during this round, so please consider how your agency might apply for and use this funding to strengthen our CoC.

Here are some more details about priorities, schedule and instructions about submitting an application for reallocation and bonus funds.

The CoC especially encourages applications for the following project types:

- HMIS dedicated projects (new reallocation only)
- Permanent Supportive Housing (PSH) projects
- Rapid Re-Housing (RRH) programs
- Other allowable projects are the new Joint TH/RRH component, which is also welcome.
- Note: SSO-CE (allowable under new reallocation) was funded last year so is not being solicited

All new projects must participate in Coordinated Entry.

Attached to this email are instructions for agencies to submit a "concept paper," a brief summary (a few sentences) of the new project with a budget that includes just basic line items and match. These concept papers are **due August 18th**. By Aug 21st we will inform you if you may move forward with the full project application to be submitted in esnaps.

The deadline for all new applications to be entered into e-snaps for CoC review is **August 25th**. Please do not press submit. Export the application as a PDF and email it to Kelly Donato, Heidi Burbidge and Joyce Tavon. Your application will be reviewed in draft form by us first.

The deadline for all complete project applications (new and renewal) to be submitted to HUD in e-snaps is **August 29th** but please do not hit submit until you have heard back from either Kelly, Joyce or Heidi.

Please note that as mentioned in previous emails, Technical Assistance from Joyce Tavon for project applications will be available after the full CoC meeting this Tuesday, **August 15th** at the Massachusetts Bay Veteran's Center at 2 North Street.

Additional guidance is available from the following 2017 NOFA webinar resources. We encourage each agency to review these:

National Alliance to End Homelessness - <https://endhomelessness.org/resource/2017-continuum-of-care-nofa-resources/>, click on check out our webinar series, and it will bring you to a You Tube site with two webinars on the 2017 NOFA (direct link to the You Tube site - <https://www.youtube.com/playlist?list=PLd8XvEHwsy88aM6IWPYWZUNDInQRWJfRo>).

A USICH slideshow from recent 2017 NOFA webinar is the second attachment to this email.

Please let us know if you have questions or would like to discuss any of this information or applications that you are considering.

Heidi

Heidi Burbidge
Housing Programs Coordinator
Housing Division

City of Somerville – Office of Strategic Planning and Community Development
50 Evergreen Avenue
Somerville, MA 02145
617-625-6600 x 2587
hburbridge@somervillema.gov

Kelly Donato

From: Heidi Burbidge
Sent: Wednesday, August 16, 2017 12:14 PM
To: Joseph, Anthony; Alba Perez; Alex Pirie; Amanda; antwan steed; Barbara Rubel; Beth M Howe; Betsy Reid; Claire Makrinikolas; Daniel LeBlanc; David Dorvilier; David Gibbs; Doug Kress; Eileen Feldman; Elana Horwitz; Elizabeth Winston; Emily Bullen; Gerry Zipser; Heather Hernandez; Goodhue, Henry; Jason Ramirez; Jessica Brayden; Karla Sordia Lozano; Kelly McEachirn; Kerrin Bowers; Laura Wiener; Lisa Davidson; Lisa Lindman; Luciana Quintanilha; Marc McGovern; Mark Alston-Follansbee; Mark Evans; Mayte Antelo-Ovando; Megan Alfoni; Mike Libby; Nancy Bacci; Nancy Kavanagh; Netra Darai; Pam Hallett; Penny Snyder; Rita Shah; Ronnie Springer; Sam Davidson-Weiss; Scott Hayman; Sean Terry; Shannon B; Stephanie Fox; Susan Hegel; Bierbaum, Tom; Tom Lorello; Yaritza DeJesus; Makrinikolas, Claire (VET) (claire.makrinikolas@state.ma.us); Marrano, Matthew
Cc: Kelly Donato; Joyce Tavon; Heidi Gold
Subject: homeless definition and recordkeeping information + NOFA application schedule
Attachments: HomelessDefinition_RecordkeepingRequirementsandCriteria.pdf; Determining-Homeless-Status-of-Youth.pdf; FY-2017-CoC-Program-Competition-NOFA.pdf

Dear Providers-

Attached please find documents that were referenced at yesterday's Homeless Providers meeting. The first attachment provides criteria for defining homeless (with 4 categories) and recordkeeping requirements for each, for individuals and families. The second attachment provides criteria and recordkeeping specific to the homeless status of youth.

Also attached is the FY2017 CoC Program Competition NOFA.

For providers submitting applications this year (including those considering new applications), here is a summary of the NOFA project application schedule:

RENEWAL APPLICATIONS

The deadline for all renewal application to be entered into e-snaps for CoC review is **August 22nd**. Once entered in draft form, export the application as a PDF and email it to Kelly Donato, Heidi Burbidge and Joyce Tavon. Do not press submit at that time. Your application will be reviewed in draft form by us first.

The deadline for all complete project applications to be submitted to HUD in e-snaps is **August 29th**. Please wait until you have heard back from either Kelly, Joyce or Heidi before you submit.

NEW APPLICATIONS

*Reminder: funding for new Somerville-Arlington CoC projects will be available during the 2017 NOFA application process. We expect that there will be the following available for new projects:

- Reallocation - up to \$158,881
- Permanent Housing Bonus - \$106,470.

We very much encourage agencies to apply for this funding, especially the reallocation funds. As discussed and voted on at the meeting yesterday, the ranking plan places new reallocation projects into Tier 2, which is subject to risk in receiving funding, however the CoC received reallocation awards last year. Our CoC will lose any reallocated funding that is not awarded to another project during this round, so please consider how your agency might apply for and use this funding to strengthen our CoC.

Bonus funds, however are much more limited and require a very high CoC score and in recent competitions the CoC has not scored high enough to receive a bonus award.

Here are some more details about priorities, schedule and instructions about submitting an application for reallocation and bonus funds.

The CoC especially encourages applications for the following project types:

- HMIS dedicated projects (new reallocation only)
- Permanent Supportive Housing (PSH) projects
- Rapid Re-Housing (RRH) programs
- Other allowable projects are the new Joint TH/RRH component, which is also welcome
- Note: SSO-CE (allowable under new reallocation) was funded last year so is not being solicited

All new projects must participate in Coordinated Entry. Please see pgs. 21-22 of the attached NOFA for more details on eligible reallocation projects.

The third attachment to this email provides instructions for agencies to submit a "concept paper," a brief summary (a few sentences) of the new project with a budget that includes just basic line items and match. These concept papers are due August 18th. Because there is a tight turnaround time for review and the City closes at 12:30 on Fridays, as discussed at the meeting yesterday, please try to have your concept papers submitted by noon. On Monday Aug 21st, we will inform you if you may move forward with the full project application to be drafted in esnaps by Friday August 25th at noon. As a reminder, on the 25th, please do not hit submit in esnaps, and instead click on export to pdf and send the draft to Kelly, Heidi and Joyce first. One of us will notify you on August 28th if there are any changes that need to be made prior to hitting submit on Tuesday August 29th.

Please do not hesitate to contact me if you have any questions.

Heidi

Heidi Burbidge
Housing Programs Coordinatar
Housing Division

City of Somerville – Office of Strategic Planning and Community Development
50 Evergreen Avenue
Somerville, MA 02145
617-625-6600 x 2587
hburbridge@somervillema.gov

TO: Somerville-Arlington CoC Lead Agency

FROM: Applicant

DATE:

RE:

CONCEPT PAPER

Category

Reallocation _____

Bonus _____

Project Type

(allowable categories under Reallocation or Bonus)

PSH – 100% chronic dedicated _____

PSH – Dedicated PLUS` _____

RRH _____

TH/RRH _____

HMIS (reallocation only) _____

SSO-CE (reallocation only) – NA – already funded in the CoC

Project Summary

A few sentences:

- Type of project
- Number and target population to be served
- Any subpopulations If housing, details on type and where located
- Type of supportive services to be provided, if relevant
- Commitment to participate in Coordinated Entry and to be low barrier /Housing First (if PSH, RRH, or TH/RRH)

Program Budget – 12 Months EXAMPLE

The main line items to be included: for example: Leasing, Rental Assistance, Operations, Supportive Services, Admin, Total

Leasing	\$100,000
Supportive Services	20,000
Sub-total	\$120,000
Admin @ 7%	8,400
Total Request	128,400
Match (25% of program budget)	\$32,100

A few details on the budget:

Leasing or Rental Assistance:

Number of bedrooms, FMR, any subtotals if multiple bedroom sizes

2 (one bedrooms) x \$....

2 (two bedrooms x \$....

Supportive Services

What this would fund – ex. 0.35 FTE case management

Match

Source of match and what it would cover

MA-517 Somerville Arlington CoC
Attachment 1: Evidence of the CoC's communication to rejected participants

No applications were rejected or reduced by the CoC.

A concept paper for a new project through reallocation was submitted by a new provider who had never received CoC funding, however, the project was not for an eligible homeless population and the provider voluntarily withdrew their concept paper. The provider was encouraged to consider the one-time ESG supplemental application available through the CoC Lead as well as advised about possible partnerships with other CoC members.

Two agencies voluntarily did not apply for project renewal for two projects, Cross Street Housing (Somerville Homeless Coalition) and Next Step Transitional Housing (Just a Start). One agency (Somerville Homeless Coalition) also voluntarily reduced two project requests for Sobriety and Stability II and Better Homes 2.

Communications between CoC Lead and Agencies with eliminated and/or reduced projects:

- Just a Start – August 8, 2017
 - Somerville Homeless Coalition – August 3, 2017
-

Communications from the CoC Lead to CoC Members noting all projects submitted by the deadline were accepted and ranked (no applications rejected or reduced by the CoC):

- September 11, 2017
- September 13, 2017

Kelly Donato

From: Heidi Burbidge
Sent: Tuesday, August 08, 2017 4:03 PM
To: Kelly Donato; Joyce Tavon
Subject: FW: Next Step - follow up to August 4th email
Attachments: Next Step

Hi Kelly and Joyce-

I spoke with Elizabeth Winston at Just a Start this afternoon. In short brush strokes, JAS is going to reallocate their Next Step funding. And they are not going to apply for a reallocation project.

Elizabeth mentioned what she sees as an opportunity for another CoC agency to take over the program (with 3 in-place SHA vouchers). She anticipates that the 3 existing households will be able to be moved on in the next 6 months and that new households could be found for PH with supportive services. She suggests that another agency wanting to do this would submit an application this round to do so. In her experience HUD allows flexibility during the first year of a project being funded in terms of meeting the proposed number of people being served annually. I do not know if this has been your experience.

She asked about updating the CoC about Just-a-Start's plans. I told her that I would get back to her about fitting this information into communications perhaps as part of one of Tuesday's meeting agenda items. Will you please let me know your feedback about this?

Thank you,
Heidi

From: Heidi Burbidge
Sent: Tuesday, August 08, 2017 12:38 PM
To: 'deborahruhe@justastart.org' <deborahruhe@justastart.org>; Gerry Zipser <gerryzipser@justastart.org>; Elizabeth Winston <elizabethwinston@justastart.org>
Cc: Kelly Donato <KELam@somervillema.gov>; Joyce Tavon <jtavonconsulting@gmail.com>
Subject: Next Step - follow up to August 4th email

Hello Gerry, Elizabeth and Deborah-

I am following up on the email I sent on August 4th (attached). That email lays out our understanding of our meeting on July 25th to discuss the status of the Next Step program, and options for Just-a-Start as a part of the 2017 CoC NOFA application. Minutes from that meeting can be found on the attached email.

During the meeting, three options were proposed for Just-a-Start to consider:

- 1) Keep Next Step as TH but with a rapid-rehousing approach: The expectation going forward is families would need to be moved rapidly to housing, with 24 months as the outer limit for stays. The units would then need to be filled by young families coming from a shelter, especially the family shelter in the CoC.
- 2) Use RRH funding to help current households out of the Next Step Program, and then reconfigure it as PSH. Just-a-Start would eliminate the TH project and submit an application for the reallocated funds to go to a Just-a-Start program, as PSH. See meeting minutes for more detail.

- 3) Just-a-Start is strongly encouraged to consider applying for a new reallocation project, even if it doesn't seek to convert this one to PSH. It was emphasized that having a variety of providers in the CoC is important.

If you plan to reapply as is, you can, as long as your internal policy is brought into alignment with HUD's expectation that the households move out with 24 months. In that case please see the email forwarded below, which was sent this morning to renewing agencies with timeline and instructions.

I will follow-up by phone later today to check in with you.

Thank you,
Heidi

Heidi Burbidge
Housing Programs Coordinator
Housing Division

City of Somerville – Office of Strategic Planning and Community Development

50 Evergreen Avenue
Somerville, MA 02145
617-625-6600 x 2587
hburbidge@somervillema.gov

From: Heidi Burbidge

Sent: Tuesday, August 08, 2017 11:08 AM

To: 'antwan_stead@waysideyouth.org' <antwan_stead@waysideyouth.org>; 'betsy_reid@waysideyouth.org' <betsy_reid@waysideyouth.org>; 'ksordialozano@headinghomeinc.org' <ksordialozano@headinghomeinc.org>; 'ldavidson@shcinc.org' <ldavidson@shcinc.org>; 'maf@shcinc.org' <maf@shcinc.org>; 'mantelo-ovando@headinghomeinc.org' <mantelo-ovando@headinghomeinc.org>; 'mlibby@shcinc.org' <mlibby@shcinc.org>; 'dferrier@headinghomeinc.org' <dferrier@headinghomeinc.org>; 'kaplan@headinghomeinc.org' <kaplan@headinghomeinc.org>

Cc: Kelly Donato <KElam@somervillema.gov>; Joyce Tavon <jtavonconsulting@gmail.com>

Subject: timeline and instructions for CoC agencies with renewing project applications

Dear renewing program providers:

HUD has strongly encouraged renewing agencies to submit their 2017 CoC project application "as-is" if there are no changes to the application. According to our most recent conversations with representatives from each Somerville-Arlington agency, applications for the following programs only should be submitted "as-is":

- Somerville Housing Authority Shelter Plus Care
- Heading Home Better Homes 3
- Heading Home Stepping Stones
- Somerville Homeless Coalition Better Homes 1
- Somerville Homeless Coalition SAS 1

Projects with changes to their application should not submit as is (and import data from last year), but go through the process of entering a renewal application with updated project details. If you have questions, please do not hesitate to contact me.

The deadline for all renewal application to be entered into e-snaps for CoC review is **August 22nd**. When you enter the application to e-snaps on or before that date, you should **export the application as a PDF** and email it to Kelly Donato, Heidi Burbidge and Joyce Tavon. **Do not press submit** at that time so that your application can be reviewed in draft form by us first.

The deadline for all project applications to be submitted to HUD in e-snaps is **August 29th** but please do not hit submit until you have heard back from either Kelly, Joyce or Heidi.

Technical Assistance from Joyce Tavon for project applications will be available after the full CoC meeting this Tuesday, **August 15th** at the Massachusetts Bay Veteran's Center at 2 North Street.

Additional guidance is available from the following 2017 NOFA webinar resources. We encourage each agency to review these:

National Alliance to End Homelessness - <https://endhomelessness.org/resource/2017-continuum-of-care-nofa-resources/>, click on check out our webinar series, and it will bring you to a You Tube site with two webinars on the 2017 NOFA (direct link to the You Tube site - <https://www.youtube.com/playlist?list=PLd8XvEHwsy88aM6IWPyWZUNDInQRWJfRo>).

A USICH slideshow from recent 2017 NOFA webinar is also available at <http://www.somervillema.gov/coc>.

Heidi

Heidi Burbidge
Housing Programs Coordinator
Housing Division

City of Somerville – Office of Strategic Planning and Community Development
50 Evergreen Avenue
Somerville, MA-02145
617-625-6600 x 2587
hburbridge@somervillema.gov

Kelly Donato

From: Michael Libby <mllibby@shcinc.org>
Sent: Thursday, August 03, 2017 2:42 PM
To: Heidi Burbidge; Kelly Donato; Joyce Tavon
Cc: Mark Alston-Follansbee; Lisa Davidson
Subject: Re: SHC meet with Housing and CoC consultant Joyce Tavon

Hi all-

In advance of tomorrow's meeting, we wanted to provide you with what SHC is proposing for reallocation:

~~BH 2: \$70,000 (\$50K from Operations; \$20K from Supportive Services)~~

~~SAS 2: \$60,000 (\$50K from Operations; \$10K from Supportive Services)~~

~~Cross: \$5,341 (eliminating the project)~~

~~TOTAL: \$135,341~~

See you tomorrow

Michael Libby, LCSW
Deputy Director

Somerville Homeless Coalition
PO Box 440436
Somerville, MA 02144
(ph): 617-623-6111 x232
(f): 617-776-7165
www.shcinc.org

On Wed, Aug 2, 2017 at 4:50 PM, Heidi Burbidge <hburbidge@somervillema.gov> wrote:

Hi Mark, Mike and Lisa:

As I mentioned in the meeting invite, the agenda for the Friday August 4th 11am meeting will include the CoC's goals going forward, the 2017 NOFA application (including reallocation decisions, project scoring, spending on grants, utilization rates) and what challenges projects are facing from SHC's perspective.

In particular, we need to have a final decision at that meeting about the amounts of reallocation money that will become available from SHC projects. This is necessary so that we can proceed with applications for projects that will apply for the reallocation money.

Also, I want to provide you with a summary of expenditures for SHC projects for your reference (see attached).

See you on Friday at 11am. Let me know if there is anything you want to discuss before then.

Heidi

Heidi Burbidge

Housing Programs Coordinator

Housing Division

City of Somerville – Office of Strategic Planning and Community Development

50 Evergreen Avenue

Somerville, MA 02145

617-625-6600 x 2587

hburbridge@somervillema.gov

Kelly Donato

From: Heidi Burbidge
Sent: Monday, September 11, 2017 5:19 PM
To: Kelly Donato; Joyce Tavon; Heidi Gold (Heidi@simtechsolutions.com)
Subject: FW: Somerville-Arlington CoC 2017 NOFA Project Rating and Ranking Process results
Attachments: 2017 Somerville_Arlington (MA 517) Rating and Ranking Process FNL.pdf

Kelly, Heidi and Joyce:

Please see email below.

From: Heidi Burbidge
Sent: Monday, September 11, 2017 5:18 PM
To: 'antwan_stead@waysideyouth.org' <antwan_stead@waysideyouth.org>; 'betsy_reid@waysideyouth.org' <betsy_reid@waysideyouth.org>; 'ksordialozano@headinghomeinc.org' <ksordialozano@headinghomeinc.org>; 'ldavidson@shcinc.org' <ldavidson@shcinc.org>; 'maf@shcinc.org' <maf@shcinc.org>; 'mantelo-ovando@headinghomeinc.org' <mantelo-ovando@headinghomeinc.org>; 'mlibby@shcinc.org' <mlibby@shcinc.org>; 'dferrier@headinghomeinc.org' <dferrier@headinghomeinc.org>; 'lkaplan@headinghomeinc.org' <lkaplan@headinghomeinc.org>; 'Linda DeProfio' <lindad@sha-web.org>
Subject: Somerville-Arlington CoC 2017 NOFA Project Rating and Ranking Process results

Dear Providers:

Thank you for submitting your project applications for the Somerville-Arlington CoC NOFA by the August 29th deadline. All project applications have all been accepted and ranked.

Below please find the projects as ranked and assigned to Tier 1 and Tier 2. No renewal projects are at risk. All have been placed in Tier 1.

Attached is the ranking plan that was used by the ranking committee, with ranking criteria and thresholds. This plan was approved by the CoC at the August 15, 2017 meeting.

Individual project scores will be sent to each agency in a separate email.

CoC FY2017 NOFA: Scoring and Ranking

Requirement Tier 1 = 94% of Annual Renewal Demand (ARD). ARD = \$1,774,503; 94% of ARD = \$1,668,033
\$106,470 in Tier 2

Bonus = up to 6% of Final Pro Rata Need (FPRN).

Planning Grant = 3% of FPRN

Agency and Project Name

Program Type
(PH, TH, SSO) Renewal Amount Project

TIER 1			
Somerville Housing Authority -S + C	PH	\$151,219	rene'
Somerville Homeless Coalition - Sobriety and Stability	PH	\$148,629	rene'
Somerville Homeless Coalition - Better Homes 2	PH	\$387,800	rene'
Somerville Homeless Coalition - Better Homes	PH	\$183,742	rene'
Heading Home - Somerville Stepping Stones	PH	\$57,745	rene'
Heading Home - Better Homes 3	PH	\$149,196	rene'
Somerville Homeless Coalition - Sobriety and Stability II	PH	\$196,371	rene'
Wayside - ShortStop Transitional Housing Program	TH	\$240,315	rene'
Somerville Homeless Coalition - Coordinated Entry	SSO	\$100,605	rene'
Somerville Homeless Coalition - HMIS Dedicated	SSO	\$52,411	nev realloc
	subtotal Tier 1	\$1,668,033	
TIER 2			
Somerville Homeless Coalition - HMIS Dedicated	SSO	\$16,889	nev realloc
Somerville Homeless Coalition - Better Homes 4	PSH	\$89,581	nev realloc
	subtotal Tier 2	\$106,470	
TOTAL TIERS 1 & 2		\$1,774,503	
City of Somerville - CoC Planning Grant		\$59,747.00	

Note 1: City of Somerville CoC Planning Grant not required to be ranked in esnaps (NOFA pg. 15)

Note 2: No agency submitted a bonus application

Please feel free to contact me if you have any questions.

Thank you,
Heidi

Heidi Burbidge
Housing Programs Coordinator
Housing Division

City of Somerville – Office of Strategic Planning and Community Development
50 Evergreen Avenue
Somerville, MA 02145
617-625-6600 x 2587
hburbridge@somervillema.gov

Kelly Donato

From: Heidi Burbidge
Sent: Wednesday, September 13, 2017 3:34 PM
To: Alba Perez; Alex Pirie; Amanda; Anthony Joseph; antwan steed; Barbara Rubel; Beth M Howe; Betsy Reid; Claire Makrinikolas; Daniel LeBlanc; Danielle Ferrier; David Dorvilier; David Gibbs; Doug Kress; Eileen Feldman; Elana Horwitz; Elizabeth Winston; Emily Bullen; Gerry Zipser; Heather Hernandez; Henry Goodhue; Jason Ramirez; Jessica Brayden; Kelly McEachirn; Kerrin Bowers; Laura Wiener; Lisa Davidson; Lisa Lindman; Luciana Quintanilha; Lydie Ultimo; Marc McGovern; Mark Alston-Follansbee; Mark Evans; Mayte Antelo-Ovando; Megan Alfoni; Mike Libby; Nancy Bacci; Nancy Kavanagh; Netra Darai; Pam Hallett; Penny Snyder; Rita Shah; Sam Davidson-Weiss; Scott Hayman; Sean Terry; Shannon B; Stephanie Fox; Susan Hegel; Tom Bierbaum; Yaritza DeJesus
Cc: Michael Feloney (mfeloney@somervillema.gov); Kelly Donato; Joyce Tavan; Heidi Gold (Heidi@simtechsolutions.com)
Subject: Somerville-Arlington CoC 2017 NOFA Project Rating and Ranking Process results
Attachments: 2017 Somerville _Arlington (MA 517) Rating and Ranking Process FNL.pdf

Dear Providers:

Please note that all project applications that were submitted by the August 29th deadline to the Somerville-Arlington CoC for inclusion on the FY 2017 CoC Priority Listing as part of the CoC Consolidated Application have been accepted and ranked.

Below please find the projects as ranked and assigned to Tier 1 and Tier 2. No renewal projects are at risk. All have been placed in Tier 1.

Attached is the ranking plan that was used by the ranking committee, with ranking criteria and thresholds. This plan was approved by the CoC at the August 15, 2017 meeting.

CoC FY2017 NOFA: Scoring and Ranking

Requirement Tier 1 = 94% of Annual Renewal Demand (ARD). ARD = \$1,774,503; 94% of ARD = \$1,668,033
\$106,470 in Tier 2

Bonus = up to 6% of Final Pro Rata Need (FPRN).

Planning Grant = 3% of FPRN

<u>Agency and Project Name</u>	<u>Program Type</u> (PH, TH, SSO)	<u>Renewal Amount</u>	<u>Project</u>
TIER 1			
Somerville Housing Authority -S + C	PH	\$151,219	rene
Somerville Homeless Coalition - Sobriety and Stability	PH	\$148,629	rene
Somerville Homeless Coalition - Better Homes 2	PH	\$387,800	rene
Somerville Homeless Coalition - Better Homes	PH	\$183,742	rene

Heading Home - Somerville Stepping Stones	PH	\$57,745	rene'
Heading Home - Better Homes 3	PH	\$149,196	rene'
Somerville Homeless Coalition - Sobriety and Stability II	PH	\$196,371	rene'
Wayside - ShortStop Transitional Housing Program	TH	\$240,315	rene'
Somerville Homeless Coalition - Coordinated Entry	SSO	\$100,605	rene'
Somerville Homeless Coalition - HMIS Dedicated	SSO	\$52,411	nev realloc
	subtotal Tier 1	\$1,668,033	
TIER 2			
Somerville Homeless Coalition - HMIS Dedicated	SSO	\$16,889	nev realloc
Somerville Homeless Coalition - Better Homes 4	PSH	\$89,581	nev realloc
	subtotal Tier 2	\$106,470	
TOTAL TIERS 1 & 2		\$1,774,503	
City of Somerville - CoC Planning Grant		\$59,747.00	

Note 1: City of Somerville CoC Planning Grant not required to be ranked in esnaps (NOFA pg. 15)

Note 2: No agency submitted a bonus application

Please feel free to contact me if you have any questions about the rating and ranking process and results.

The next Somerville-Arlington Homeless Providers Group meeting will be Tuesday, September 19th at 2pm at 2 North Street, Somerville, MA 02144 (the Massachusetts Bay Veterans Center). Co-chairs will be sending a meeting reminder for that as usual.

Thank you,
Heidi

Heidi Burbidge
Housing Programs Coordinator
Housing Division

City of Somerville – Office of Strategic Planning and Community Development
50 Evergreen Avenue
Somerville, MA 02145
617-625-6600 x 2587
hburbridge@somervillema.gov

MA-517 Somerville Arlington CoC

Attachment 2: CoC Consolidated Application: Public Posting Evidence

- Screenshot of City of Somerville, CoC Lead, website with draft application, priority list, rating and ranking narrative and project applications posted

2017 Documents

- [FY 2017 CoC Application Detailed Instructions](#)
- [FY 2017 CoC Application Instructional Guide](#)
- [FY 2017 CoC Program Competition NOFA](#)
- [Rating Process and Proposed Ranking Plan, with Rating Tool](#) (Posted 6/12/2017, Updated 7/3/2017, CoC approved version posted 8/16/2017)
- [Ranking for Priority Listing](#)
- [Draft Project Applications](#)
- [Somerville-Arlington CoC's Draft 2017 NOFA Consolidated Application](#)
- [Somerville-Arlington CoC Priority Listing](#)
- [Final Project Applications](#)

2017 Updates

9/25/2017 Today we have added new CoC application documents to the list of 2017 documents that are posted above. The documents that you can link to, to read or download, now include: the Somerville-Arlington CoC's draft 2017 NOFA Consolidated Application, the Somerville-Arlington CoC Priority Listing, and each Final Project Application submitted by the Somerville-Arlington CoC's applicant agencies. The list of 2017 Documents above also includes a link to the CoC's Rating Process and Ranking Plan with the final, CoC approved version, which was posted on 8/16/2017.

9/20/2017 All project applications that were submitted by the August 29th deadline to the Somerville-Arlington CoC for inclusion on the FY 2017 CoC Priority Listing as part of the CoC Consolidated Application have been accepted and ranked.

Attached please find [Ranking for Priority Listing](#) with the projects as ranked and assigned to Tier 1 and Tier 2. All renewal projects have been placed in Tier 1.

Also included in the 2017 Documents listed above is the ranking plan that was used by the ranking committee, with ranking criteria and thresholds. This plan was approved by the CoC at the August 15, 2017 meeting and previously posted here. Draft project applications for all projects included in the priority listing can also be found in the list of 2017 Documents above.

8/16/2017 On 8/15/17, the Somerville-Arlington CoC voted to approve the CoC's 2017 Ranking Plan for projects applying for the 2017 HUD CoC NOFA. Please find the full Rating Process and Proposed Ranking Plan, with Rating Tool posted in the 2017 documents above.

8/8/2017 Funding for new Somerville-Arlington CoC projects will be available during the 2017 NOFA application process. We expect that there will be the following available for new projects:

- **Reallocation - up to \$158,881**
- Permanent Housing Bonus - \$106,470

We encourage agencies to apply for this funding, especially the reallocation funds. Please consider how your agency might apply for and use this funding to strengthen our CoC.

Here are some more details about priorities, schedule, and instructions about submitting an application for reallocation and bonus funds.

The CoC especially encourages applications for the following project types:

- HMIS dedicated projects (new reallocation only)
- Permanent Supportive Housing (PSH) projects
- Rapid Re-Housing (RRH) programs
- Other allowable projects are the new Joint TH/RRH component, which is also welcome
- Note: SSO-CE (allowable under new reallocation) was funded last year so is not being solicited

All new projects must participate in Coordinated Entry.

[Here](#) you will find instructions for agencies to submit a "concept paper," a brief summary (a few sentences) of the new project with a budget that includes just basic line items and match. These concept papers are **due August 18th, 2017**.

Technical Assistance for project applications will be available after the full CoC meeting this Tuesday, **August 15th** at the Massachusetts Bay Veteran's Center at 2 North Street. The full CoC meeting will begin at 2:00 p.m.

Additional guidance is available from the following 2017 NOFA webinar resources. We encourage each interested agency to review these:

- [National Alliance to End Homelessness](#) (click on 'check out our webinar series,' it will bring you to a [You Tube playlist](#) with two webinars on the 2017 NOFA
- A USICH slideshow from recent 2017 NOFA webinar is available [here](#)

Please contact Heidi Burbidge, Housing Programs Coordinator, City of Somerville Housing Division at (617) 625-6600 x2587 or hburbidge@somervillema.gov if you have questions or would like to discuss any of this information or applications that you are considering.

8/1/2017 The [FY 2017 CoC Application Detailed Instructions](#) are now posted on the HUD Exchange.

7/24/2017 The [Notice of Funding Availability \(NOFA\) for the Fiscal Year \(FY\) 2017 Continuum of Care \(CoC\) Program Competition](#) has been posted to the [FY 2017 CoC Program Competition: Funding Availability](#) page on the HUD Exchange.

Submission Deadline: Thursday, September 28, 2017 at 8:00 p.m. EDT

Agencies who provide permanent housing, transitional housing, rapid-rehousing, and supportive services in Somerville and Arlington to individuals and households who are experiencing homelessness are invited to participate in the application process for HUD funding. To receive information about the Somerville-Arlington CoC application process, please email Heidi Burbidge, Housing Programs Coordinator at the City of Somerville (hburbidge@somervillema.gov). If you are interested in receiving updates directly from HUD you can also register for the HUD Exchange mailing list at <https://www.hudexchange.info/maillinglist/>.

- [Announcement Information from HUD](#)

6/12/2017 A NOFA prep meeting will be held Thursday, June 15, 2017 from 9 a.m. to 11 a.m. at the Somerville Homeless Coalition, One Davis Square, Somerville. Please contact Heidi Burbidge, Housing Programs Coordinator, City of Somerville at (617) 625-6600 x2587, hburbidge@somervillema.gov for more information.

6/12/2017 The U.S. Housing and Urban Development 2017 Notice of Funding Availability (NOFA) will be released soon. Agencies who provide permanent housing, transitional housing, rapid-rehousing, and supportive services in Somerville and Arlington to individuals and households who are experiencing homelessness are invited to participate in the application process for HUD funding.

MA-517 Somerville Arlington CoC

Attachment 3: CoC Rating and Review Procedure

- Communications from the CoC Lead to CoC Members regarding deadlines
 - August 8, 2017
 - August 16, 2017
- Communications from the CoC Lead to CoC Members regarding the rating and ranking narrative and tool
 - August 9, 2017
 - August 14, 2017
- Concept Paper
- Use of Objective Criteria for Review, Rating, Ranking and Selection:
The attached plan and ranking tool were shared at the CoC General Meeting of the Board (Aug. 15, 2017) and emailed to the membership list.
 - Process: *Somerville-Arlington (MA 517) - CoC 2017 Project Review, Rating and Ranking – Rating Process and Proposed Ranking Plan*
 - Project scoring tool: customized version of HUD rating and ranking tool, criteria and new and renewal thresholds
- Screenshot of Public Posting Evidence on the approved Rating and Ranking Plan, August 16, 2017
- Factor Related to Achieving Positive Housing Outcomes:
See attached performance measure excerpt: Exits to Permanent Housing
- Specific Method for Evaluating Projects Submitted to Victim Service Providers:
The CoC did not have an application from a victim service provider
- Communications from the CoC Lead to Project Applicants regarding the rating and ranking

Kelly Donato

From: Heidi Burbidge
Sent: Tuesday, August 08, 2017 11:30 AM
To: Alba Perez; Alex Pirie; Amanda; Anthony Joseph; antwan steed; Barbara Rubel; Beth M Howe; Betsy Reid; Claire Makrinikolas; Daniel LeBlanc; Danielle Ferrier; David Dorvilier; David Gibbs; Doug Kress; Eileen Feldman; Elana Horwitz; Elizabeth Winston; Emily Bullen; Gerry Zipser; Heather Hernandez; Henry Goodhue; Jason Ramirez; Jessica Brayden; Karla Sordia Lozano; Kelly McEachirn; Kerrin Bowers; Laura Wiener; Lisa Davidson; Lisa Lindman; Luciana Quintanilha; Lydie Ultimo; Marc McGovern; Mark Alston-Follansbee; Mark Evans; Mayte Antelo-Ovando; Megan Alfoni; Mike Libby; Nancy Bacci; Nancy Kavanagh; Netra Darai; Pam Hallett; Penny Snyder; Rita Shah; Sam Davidson-Weiss; Scott Hayman; Sean Terry; Shannon B; Stephanie Fox; Susan Hegel; Tom Bierbaum; Yaritza DeJesus
Cc: Kelly Donato; Joyce Tavon
Subject: 2017 NOFA application process -- reallocation and bonus funding
Attachments: Concept paper example-CoC2017.doc; USICH-CoC_-NOFA_-Webinar-2017.pdf

Dear Providers:

Please take note: funding for new Somerville-Arlington CoC projects will be available during the 2017 NOFA application process. We expect that there will be the following available for new projects:

- **Reallocation - up to \$158,881**
- Permanent Housing Bonus - \$106,470.

We very much encourage agencies to apply for this funding, especially the reallocation funds. New reallocation projects will only be awarded if the CoC has a competitive score, however the CoC scored high enough to receive such funds last year. Bonus funds, however are much more limited and require a very high CoC score. Our CoC will lose any reallocated funding that is not awarded to another project during this round, so please consider how your agency might apply for and use this funding to strengthen our CoC.

Here are some more details about priorities, schedule and instructions about submitting an application for reallocation and bonus funds.

The CoC especially encourages applications for the following project types:

- HMIS dedicated projects (new reallocation only)
- Permanent Supportive Housing (PSH) projects
- Rapid Re-Housing (RRH) programs
- Other allowable projects are the new Joint TH/RRH component, which is also welcome.
- Note: SSO-CE (allowable under new reallocation) was funded last year so is not being solicited

All new projects must participate in Coordinated Entry.

Attached to this email are instructions for agencies to submit a "concept paper," a brief summary (a few sentences) of the new project with a budget that includes just basic line items and match. These concept papers are **due August 18th**. By Aug 21st we will inform you if you may move forward with the full project application to be submitted in esnaps.

The deadline for all new applications to be entered into e-snaps for CoC review is **August 25th**. Please do not press submit. Export the application as a PDF and email it to Kelly Donato, Heidi Burbidge and Joyce Tavon. Your application will be reviewed in draft form by us first.

The deadline for all complete project applications (new and renewal) to be submitted to HUD in e-snaps is **August 29th** but please do not hit submit until you have heard back from either Kelly, Joyce or Heidi.

Please note that as mentioned in previous emails, Technical Assistance from Joyce Tavon for project applications will be available after the full CoC meeting this Tuesday, August 15th at the Massachusetts Bay Veteran's Center at 2 North Street.

Additional guidance is available from the following 2017 NOFA webinar resources. We encourage each agency to review these:

National Alliance to End Homelessness - <https://endhomelessness.org/resource/2017-continuum-of-care-nofa-resources/>, click on check out our webinar series, and it will bring you to a You Tube site with two webinars on the 2017 NOFA (direct link to the You Tube site - <https://www.youtube.com/playlist?list=PLd8XvEHwsy88aM6IWPyWZUNdInQRWJfRo>).

A USICH slideshow from recent 2017 NOFA webinar is the second attachment to this email.

Please let us know if you have questions or would like to discuss any of this information or applications that you are considering.

Heidi

*Heidi Burbidge
Housing Programs Coordinator
Housing Division*

City of Somerville – Office of Strategic Planning and Community Development
50 Evergreen Avenue
Somerville, MA 02145
617-625-6600 x 2587
hburbridge@somervillema.gov

MA-517 Somerville Arlington CoC
Attachment 7: HMIS Policies and Procedures Manual

- Attached HMIS Policies and Procedures Manual, approved as amended
7/21/2017

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Data Collection and Entry

Standard Data Collection

It is the responsibility of Partner Agencies and respective users to ask for all required data elements (Universal Data Elements and Program-Specific Data Elements) from each client entered into the HMIS. Complete and accurate data is essential to the system's success; however it is important to note exceptions:

- Clients may refuse to provide information without being denied services.
- In the case where there is a conflict with collecting data and the provision of quality services and/or client safety, providers should not enter personal identifying information.

Although each participant will use the HMIS in various capacities, the minimum data fields required for all providers regardless of funding source are detailed in Table A below. HUD has mandated these universal data elements for all clients entered into a HMIS. For providers receiving HUD McKinney funding (SHP, SPC, ESG) there are additional program specific data elements which are detailed in Table B.

Please refer to the [2017 HMIS DATA Standards Data Dictionary, released June 2017](#) for more information on HUD data compliance.

Universal Data Elements

The following HUD-mandated Universal Data Elements will be collected for the purposes of unduplicated estimates of the number of homeless people accessing services from homeless providers, basic demographic characteristics of people who are homeless, and their patterns of service use.

TABLE A

First Name	Veteran Status (adults)
Last Name	Disabling Condition (adults)
SSN	Residence Prior to Entry (Adults and HoH)
Date of Birth	Relationship to HoH
Race	Destination (all leavers)
Ethnicity	Client Location for Project Entry
Gender	Length of time on Street, in ES or SH (HoH and Adults)

Program Specific Data Elements for McKinney, PATH and RHY Funded Projects

The following Program-Specific Data Elements will be collected for programs that are required to report to HUD and other organizations. Agencies that do not have this reporting requirement may also collect these elements to facilitate a better understanding of the homeless population in the Somerville- Arlington region. RHY and PATH providers have additional data obligations but these are the common data elements for all programs:

TABLE B

Income and Sources	Mental Health
Non-Cash Benefits	Substance Abuse
Health Insurance	Domestic Violence
Physical Disability	Contact
Developmental Disability	Date of Engagement
Chronic Health Condition	Bed - Night Date
HIV/AIDS	Housing Assessment Disposition

Project Descriptor Elements

Participating agencies are responsible for maintaining the Project Descriptor Elements in HMIS including:

TABLE C

Organization Identifiers	Federal Partner Funding Sources
Project Identifiers	Bed and Unit Inventory Information
Continuum of Care Code	Addition Information: Target Population
Project Type	Additional Information: Housing Type
Method for Tracking ES Utilization	

Project Exit. As clients leave projects, exit information must be collected and recorded one time. Regardless of the exact date that it is collected or entered into HMIS, the data must accurately reflect the client's response or circumstance as of the date of project exit; the information date must correspond to the project exit date. Edits made to correct errors or improve data quality will not change the data collection stage or the information date. Elements collected at project exit must have an Information Date that matches the client's Project Exit Date and a Data Collection Stage of 'project exit.' Information must be accurate as of the Project Exit Date.

Accuracy and Completeness

Complete and accurate HMIS records are critical for reporting and also to inform policy by providing an accurate picture of people experiencing homelessness in the region and the projects' ability to meet the needs in the region. The Partner Agency Administrator is responsible for maintaining data. The HMIS Administrator is expected to run data quality reports in HomelessData.com.

Client choice in signing the consent form takes precedent and staff should not pressure clients into agreeing to have their information identifiable if the client does not want it so. However, high percentages of anonymous clients may indicate staff or agency understanding of the consent from process may need review and/or clarification.

Proposed Standard:

All clients receiving homeless prevention and outreach services have a record in HMIS Goal and there is less than a 5% Error Rate for the Personally Identifiable Information with the following exceptions:

- *Providers who are bound to exclude personal information from HMIS (i.e. legal service providers)*
- *People that are served through Street Outreach (up to 10% of clients may be entered anonymously)*

HUD calculates and Error Rate based on Don't Know/ Refused and Missing for Personally Identifiable Information including name, SSN, DOB, Race, Ethnicity, and Gender.

Training and Support

Agencies are responsible for training on HMIS data entry and collection tools. The HMIS lead is available to train on the MAHMIS, as the primary CoC HMIS system. Simtech Solutions will provide training and materials to support reporting and outcome management using HomelessData.com as a data platform.

MA-517 Somerville Arlington CoC
Attachment 11: CoC Written Standards for Order of Priority

- Attached CoC Written Standards for Order of Priority, approved and adopted August 23, 2016

MA-517 Somerville Arlington CoC
Attachment 13: HDX System Performance Measures

- **Attached HDX System Performance Measures**

2017 HDX Competition Report HIC Data for MA-517 - Somerville CoC

Rapid Rehousing Beds Dedicated to All Persons

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

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2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

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

This measure counts 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		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
	Revised FY2015 # of Returns	% of Returns	Revised FY2015 # of Returns	% of Returns	Revised FY2015 # of Returns	% of Returns	Revised FY2015 # of Returns	% of Returns	# of Returns	% of Returns
Exit was from SO	0	0%	0	0%	0	0%	0	0%	0	0%
Exit was from ES	45	85%	1	1%	3	4%	2	2%	6	7%
Exit was from TH	13	36%	0	0%	0	0%	0	0%	0	0%
Exit was from SH	0	0%	0	0%	0	0%	0	0%	0	0%
Exit was from PH	19	18%	1	0%	0	0%	0	0%	0	0%
TOTAL Returns to Homelessness	77	139%	2	1%	3	2%	2	1%	6	4%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

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

	2015 PIT Count	Most Recent PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	158	165	7
Emergency Shelter Total	94	94	0
Safe Haven Total	0	0	0
Transitional Housing Total	58	65	7
Total Sheltered Count	152	159	7
Unsheltered Count	6	6	0

Metric 3.2 – Change in Annual Counts

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

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Unduplicated Total sheltered homeless persons	324	366	369	3
Emergency Shelter Total	293	271	284	13
Safe Haven Total	0	0	0	0
Transitional Housing Total	39	103	94	-9

2017 HDX Competition Report
FY2016 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Number of adults (system stayers)	2	59	53	-6
Number of adults with increased earned income	0	7	7	0
Percentage of adults who increased earned income	0%	12%	13%	1%

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

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Number of adults (system stayers)	2	59	53	-6
Number of adults with increased non-employment cash income	0	9	7	-2
Percentage of adults who increased non-employment cash income	0%	15%	13%	-2%

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

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Number of adults (system stayers)	2	59	53	-6
Number of adults with increased total income	0	14	14	0
Percentage of adults who increased total income	0%	24%	26%	3%

**2017 HDX Competition Report
FY2016 - Performance Measurement Module (Sys PM)**

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

This Measure is not applicable to CoCs in the FY2016 Resubmission reporting period.

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

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

	Submitted FY 2015	Revised FY2015	Current FY	Difference
Universe: Persons who exit Street Outreach	128		101	
Of persons above, those who exited to temporary & some institutional destinations	75		4	
Of the persons above, those who exited to permanent housing destinations	18		5	
% Successful exits	73%		9%	

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

**2017 HDX Competition Report
FY2016 - Performance Measurement Module (Sys PM)**

	Submitted FY 2015	Revised FY2015	Current FY	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited	174	254	268	14
Of the persons above, those who exited to permanent housing destinations	63	82	97	15
% Successful exits	36%	32%	36%	4%

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

	Submitted FY 2015	Revised FY2015	Current FY	Difference
Universe: Persons in all PH projects except PH-RRH	3	168	180	12
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	3	152	158	6
% Successful exits/retention	100%	90%	88%	-3%

**2017 HDX Competition Report
FY2016 - SysPM Data Quality
MA-517 - Somerville CoC**

This is a new tab for FY 2016 submissions only. Submission must be performed manually (data cannot be uploaded). Data coverage and quality will allow HUD to better interpret your Sys PM submissions.

Your bed coverage data has been imported from the HIC module. The remainder of the data quality points should be pulled from data quality reports made available by your vendor according to the specifications provided in the HIMS Standard Reporting Terminology Glossary. You may need to run multiple reports in order to get data for each combination of year and project type.

You may enter a note about any field if you wish to provide an explanation about your data quality results. This is not required.

2017 HDX Competition Report

Submission and Count Dates for MA-517 - Somerville CoC

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2017 PIT Count	1/25/2017	

Report Submission Date in HDX

	Submitted On	Met Deadline
2017 PIT Count Submittal Date	5/4/2017	Yes
2017 HIC Count Submittal Date	5/4/2017	Yes
2016 System PM Submittal Date	6/5/2017	Yes