

Before Starting the CoC Application

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

The Collaborative Applicant is responsible for reviewing the following:

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

1A. Continuum of Care (CoC) Identification

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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1A-1. CoC Name and Number: MD-504 - Howard County CoC

1A-2. Collaborative Applicant Name: Howard County Government

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Howard County Government

1B. Continuum of Care (CoC) Engagement

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1B-1. CoC Meeting Participants.

For the period of May 1, 2018 to April 30, 2019, applicants must indicate whether the Organization/Person listed:

- 1. participated in CoC meetings;**
- 2. voted, including selecting CoC Board members; and**
- 3. participated in the CoC’s coordinated entry system.**

Organization/Person	Participates in CoC Meetings	Votes, including selecting CoC Board Members	Participates in Coordinated Entry System
Local Government Staff/Officials	Yes	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
Law Enforcement	Yes	No	No
Local Jail(s)	Yes	Yes	Yes
Hospital(s)	No	No	Yes
EMS/Crisis Response Team(s)	Yes	Yes	Yes
Mental Health Service Organizations	Yes	Yes	Yes
Substance Abuse Service Organizations	Yes	No	No
Affordable Housing Developer(s)	Yes	Yes	Yes
Disability Service Organizations	Yes	Yes	Yes
Disability Advocates	Yes	No	No
Public Housing Authorities	Yes	Yes	Yes
CoC Funded Youth Homeless Organizations	Not Applicable	No	No
Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes

Youth Advocates	Yes	Yes	No
School Administrators/Homeless Liaisons	Yes	Yes	Yes
CoC Funded Victim Service Providers	Yes	Yes	Yes
Non-CoC Funded Victim Service Providers	Yes	Yes	Yes
Domestic Violence Advocates	Yes	No	No
Street Outreach Team(s)	Yes	Yes	Yes
Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Yes	Yes	No
LGBT Service Organizations	Yes	Yes	Yes
Agencies that serve survivors of human trafficking	Yes	Yes	Yes
Other homeless subpopulation advocates	Yes	Yes	No
Homeless or Formerly Homeless Persons	Yes	Yes	No
Mental Illness Advocates	Yes	Yes	No
Substance Abuse Advocates	No	No	No
Other:(limit 50 characters)			
Substance Abuse Advocates	Yes	Yes	Yes

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

Applicants must describe how the CoC:

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

The CoC’s strategy to solicit opinions in the community related to ending homelessness, include, but are not limited to:
1)Utilizing the 2018 CoC-Planning grant to hire a Planning Analyst to collect information from community members, organizations and stakeholders that have a vested interest in working to end homelessness. This included: interviews and work groups with persons with lived experience, case managers, program directors and agency leaders; issuing online surveys for input on CoC goals and objectives.

2)The CoC communicates information in: Monthly Board and Committee meetings; Annual NOFA input sessions where the community is invited to hear the progress made, and provide input for improvement; Quarterly Coalition meetings to discuss funding, system performance measures, and hear from homeless and crisis service providers with questions/answers in an open forum;

Monthly case management meetings where front-line staff ask questions related to homeless system resources, share ideas, and recommend changes to increase positive impact to each other's agencies and work.

3)The CoC not only gathers opinions and input but incorporates feedback in goals, objectives and programs design. This is most reflected in the CoC's updated Plan to End Homelessness, the Path Home. The Path Home will be issued to the public in October 2019.

4)All feedback gathered in the planning process, and the Plan itself, will be in ADA accessibly formatted documents (.pdf) to ensure persons of all abilities are able to access the CoC's plan. All materials handed out at meetings are made available in ADA accessibly formatted .pdf documents; any online surveys issued for drafting the Plan were accessible by anyone with an email address, and, upon request, alternate formats were available.

1B-2. Open Invitation for New Members.

Applicants must describe:

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

Since December 2017, the CoC has been operating as the Howard County Coalition to End Homelessness, with a governance Board and various committees to meet the needs of the CoC. To effectively build out the Coalition and its structure, the CoC established an invitation for new members process.

1)The invitation process for the Coalition is:

- Asks existing members for recommendations to capture full representation in the geographic area.
- The CoC sends email notifications to potential members, makes phone calls and set in-person meetings to invite members (CoC Lead activity). When new potential members are identified personal invitations are given.
- Applicants become voting members of the Coalition through online membership form;
- Meet with new members to connect them with appropriate committees and work groups that match their interests.

2)The CoC communicates the invitation process at Coalition meetings, online membership form, email, at public Board meetings, and posts information on its website, including dates/times of upcoming meetings and annual activities such as the PIT.

3)The website has information in ADA accessible formatted documents for download and provides alternate formats upon requests.

4)The CoC issues community-wide invitations for new Coalition members following the steps in 1 above, at least annually (each winter/mid local fiscal year), and as potential new members are identified.

5)The Coalition board has persons with who have experienced homelessness as Board members. With the finalization of the Path Home, more persons who have experienced homelessness are being engaged through focus groups and their representation will be expanded at the Board in the years to come.

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

Applicants must describe:

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

1)Requests for applications are posted on the CoC Lead Agency’s website, announced at meetings and emailed to Coalition members. We strongly encourage proposals from any eligible entity interested in applying for CoC funds, but usually only 1 or 2 respond. We request entities to submit a Letter of Intent (LOI) if interested in applying for any project (new and/or renewal). Once letters are received, they are reviewed to ensure the entity is eligible to apply. The CoC Lead Staff provides them with necessary application details/forms for their submission with a follow up deadline to submit, and welcomes questions, provides assistance in completing the application, and encourages agencies to apply for all opportunities.

2)We use the following selection process to determine which projects will be included in the HUD Competition:
-Whether Project meets an established community need, is financially feasible, is within ARD/Bonus amounts
-Project’s accomplishments and performance over the previous year (renewal), or slated goals (including how it will meet a goal of the Path Home plan, if new)
-Project’s score from the Rating and Ranking Tool

3)Notice was sent to the CoC via email and website posting on July 23, 2019 that the NOFA was open, and requested LOI for renewal and new Projects be due by July 30, 2019. CoC staff provided the agencies who submitted a LOI

with either the renewal or new project applications/forms (based on their LOI). The CoC posted the deadline for project applications on the website on August 16, 2019 and included the process for how the projects would be selected including all Reallocation information as found in the policy and procedures. The final deadline was August 27, 2019 for all project applications to be submitted in e-snaps.

4)Materials are in ADA accessible formatted documents (.pdf) to ensure persons of all abilities can access competition information. Alternate formats are also available.

5)N/A

1C. Continuum of Care (CoC) Coordination

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

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

Entities or Organizations the CoC coordinates planning and operation of projects	Coordinates with Planning and Operation of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Yes
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	Not Applicable
Head Start Program	Yes
Funding Collaboratives	Yes
Private Foundations	No
Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs	Yes
Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs	Yes
Housing and service programs funded through other Federal resources	Yes
Housing and services programs funded through State Government	Yes
Housing and services programs funded through Local Government	Yes
Housing and service programs funded through private entities, including foundations	Yes
Other:(limit 50 characters)	

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

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

1)Yes, the CoC has consulted with ESG recipients in planning and allocating funds. The Collaborative Applicant (CA) is the recipient of state homeless dollars including HUD-ESG, called Homeless Solutions Program (HSP) in Maryland. The CA, through DCRS, offers the opportunity to apply for ESG/HSP funds through a competitive application.

2)Both CoC and ESG/HSP applications for funding are reviewed by the Rating and Ranking (RNR) Committee of the Coalition to End Homelessness Board (Board). This ensures the Board participates in the planning and allocation of ESG/HSP and CoC programs by program providers and component. By having one Committee oversee the HSP and CoC funds, the Board can use teh funds to further the Board's Plan to End Homelessness, The Path Home, as well as System Performance. Programs that positively impact CoC performance will be the focus of future funding. All subgrantees of ESG/HSP participate in coordinated entry, HMIS, and CoC meetings. Responsibilities for the CoC and ESG/HSP funding are administered by the CoC Manager (CoC Lead). The Howard County CoC participates in all State-wide meetings related to operating the ESG/HSP program. Howard County CoC staff attend best practice trainings, state interagency council on homelessness meetings, and any ad-hoc work groups related to performance, reporting and data entry into the state data warehouse.

3)The CoC Lead provides annual input to the entitlement jurisdiction (through the neighboring Department of Housing and Community Development) including: Annual Action Plans, Consolidated Annual Performance and Evaluation Report (CAPER) and the Consolidated Planning process. All PIT, System Performance Measures and HIC data is provided annually, and throughout each fiscal year, to allow for its inclusion in Consolidated Plan updates.

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

Applicants must indicate whether the CoC provided Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area.

1C-2b. Providing Other Data to Consolidated Plan Jurisdictions. Yes

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

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

Applicants must describe:

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

The CoC has one victim service provider, HopeWorks of Howard County, Inc (HW).

1)With HW, the CoC has developed the following safety and planning protocols: If a person calls Coordinated Entry actively fleeing domestic violence, intimate partner violence, sexual violence, and/or human trafficking, coordinated entry staff only collect contact information for the household and make a warm referral for the household to contact the DV provider, HW. HW conducts an intake for safe house sheltering. This emergency transfer does not record the encounter electronically to prioritize safety. Once contact is made with the household HW immediately places the household in safe housing. HW has three safe houses for persons with children or single females, and all house locations are confidential and secured. HW incorporates trauma-informed care in all interactions with victims respecting the individual needs and choices of each household.

If a person calls Coordinated Entry, no personal identifying information is entered into HMIS once the household is identified as having a history of domestic, intimate partner and/or sexual violence, and/or human trafficking. Rather they enter the system as anonymous. The household is then referred to HW housing and services to safely address their immediate housing crisis.

2)For households entering permanent housing from HW, HW partners with landlords in the community and a Housing Locator to find housing, while honoring client choice in housing location with safety as the key determinant with housing case planning. HW offers ongoing victim-centered counseling for victims, children and abusers, legal advocacy/representation, a 24/7 helpline, outreach/education, hospital accompaniment, and a pet program. The CoC supports HopeWorks in maximizing client choice by funding RRH through HSP. This provides households with the ability to live independently with the supports in place to retain safe housing and maintain housing stability.

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

Applicants must describe how the CoC coordinates with victim services providers to provide training, at least on an annual basis, for:

- 1. CoC area project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence; and**
 - 2. Coordinated Entry staff that addresses safety and best practices (e.g., Trauma Informed Care) on safety and planning protocols in serving survivors of domestic violence.**
- (limit 2,000 characters)**

The CoC area project staff include CoC Lead Staff (CoC Coordinated Entry (CE) Coordinator), the CoC Manager, and HMIS Administrator. The CoC area project staff coordinate with the victim services providers by:

1)Monthly training with CoC area staff are held to ensure all households served are treated in a trauma-informed manner with the highest levels of confidentiality. The CoC CE Coordinator trains all CE hotline staff on intake, assessments, and methods for collecting data elements, and how to refer persons who identify as having a DV history, to address all safety and system-planning protocols. In 2018, the CoC CE Coordinator facilitated a trauma informed care training by t3 for all homeless providers, case managers, supervisors and affiliated stakeholders who may encounter persons experiencing homelessness and/or DV, intimate partner violence, or human trafficking in their job. In fall 2018, the CoC Lead Agency's Department hosted a Human Trafficking Prevention conference and all homeless providers, stakeholders and partners were represented. The conference trained how to engage survivors in a trauma-informed way. The training highlighted the critical role front line staff, in particular any entry point into human services and public safety front line staff, have in addressing and ensuring the safety of survivors. The DV provider in our CoC, HopeWorks, played a major role in this Conference and is the Human Trafficking Prevention provider for our community.

2)CE staff at HopeWorks are strictly prohibited from sharing client data in HMIS, yet as an entry point independent of other CE points, they screen with a lethality assessment developed with CE staff to align with the housing and homeless assessment. For all CE staff at the CoC's front door, HopeWorks conducts by-stander intervention training, how to encounter persons who are victims of violence. All new intake staff are trained on the topic of victimization.

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

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

The CoC uses data anonymously entered into ServicePoint, in aggregate form, by the domestic violence provider to assess the scope of community needs related to intimate partner violence, stalking and sexual assault. The victim service provider, HopeWorks of Howard County Inc., (HW) is the only service provider for domestic violence, intimate partner violence and human trafficking

victims in Howard County. The CoC reviews HopeWork's data related to emergency shelter, rapid rehousing and long-term shelter to evaluate the scope of need in Howard County's CoC.

The CoC uses length of time in emergency shelter, number of days from program acceptance to move-in date for rapid rehousing, and permanent housing exit destinations as data points to evaluate the nature and extent of what is working well for this population and what housing and service interventions are most effective.

The CoC has evaluated the extent and need of best practice programs for DV households, and funds a Rapid Rehousing program, Emergency Shelter and long term safe house sheltering at HopeWorks of Howard County, Inc., the County's victim service provider. Also, using DV presentation numbers, more households are presenting as homeless due to fleeing violence than households are experiencing literal homelessness without violence.

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

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

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2018 who were experiencing homelessness at entry	PHA has General or Limited Homeless Preference	PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On
Howard County Housing Commission	25.00%	Yes-HCV	No

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

Applicants must:

1. provide the steps the CoC has taken, with the two largest PHAs within the CoC's geographic area or the two PHAs the CoC has working relationships with, to adopt a homeless admission preference—if the CoC only has one PHA within its geographic area, applicants may respond for one; or

2. state that the CoC does not work with the PHAs in its geographic area. (limit 2,000 characters)

The CoC has a strong relationship with the only local Public Housing Authority in Howard County, the CoC geographic area. The PHA is the Howard County Housing Commission, the Commission.

1)The Commission is on the CoC Board and participates in the work of the Board to end homelessness by supporting affordable housing initiatives, funding for homeless services, and dedicating vouchers to the CoC. The Commission has formalized their dedication to the CoC by adopting a homeless admission preference as outlined in written policy (Admin Plan April 2017 Final). Referrals

are made through Coordinated Entry from a By-Name list to the Commission for available permanent housing placements. The working relationship between the CoC and the Commission ensures the homeless admission preference is fully aligned with that of the CoC's goals to rehouse the most vulnerable households when vouchers are available.

2) NA

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

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

Yes

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

The Coordinated Entry Committee of the Coalition to End Homelessness' Board, which oversees the placement of persons from the By-Name list into available PH placements, reviews cases where households who need alternate housing options if they no longer need the intensive supports they did at program acceptance, or need a different type of supportive living environment. This has included moving into HOPWA programs by referral, into PHA-vouchers, and switching from Project Based into Tenant Based Rental Assistance programs. The Coordinated Entry Committee has drafted a policy to outline the strategy and process for moving households from PSH into alternate housing programs, including how to identify those households (self-selection, Committee-selection), and how to identify placements (the Moving On "place") including but not limited to the local PHA and locally funded low-income housing programs.

1C-5. Protecting Against Discrimination.

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

The CoC Lead Agency provides all updated Notices from HUD and provides individual guidance to providers to ensure Equal Access, for instance, is upheld in CoC and ESG funded projects. The CoC does not discriminate based on race, color, religion, sex, familial status, national origin, marital status, sexual orientation, gender identity, or disability. In each Agreement (for grants and MOUs, etc.) the following statement is included: "Howard County expects that the Grantee will not discriminate against any employee, applicant for employment or program participant because of race, creed, color, national origin, sex, age, occupation, personal appearance, political opinion, sexual orientation, marital status, familial status or disability. The Grantee will take

affirmative action to ensure that applicants, employees and participants in a program are treated equally without discrimination.”
 The Department of Housing and Community Development hosts annual training on Fair Housing and Anti-Discrimination. All CoC and ESG-funded providers are required to attend. Additionally, the CoC addresses non-discrimination by ensuring that all CoC and ESG monitorings check for adherence to fair housing and other non-discrimination related laws. As a member of the CoC Board, the local public housing authority also focuses on areas of non-discrimination. This past year, they published a rental housing survey and report that highlighted discrimination by examining impediments to fair housing. The report is used by all CoC-partners and Board members.
 The CoC hosted a trauma informed care training in 2018 which included CoC agencies and interested members in the community on how to implement best practices to better serve households experiencing homelessness. This training incorporated how to engage and address the needs of LGBTQ individuals and families experiencing homelessness in Howard County, to prevent discrimination against this subpopulation.

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

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

1. Did the CoC implement a CoC-wide anti-discrimination policy that applies to all projects regardless of funding source?	Yes
2. Did the CoC conduct annual CoC-wide training with providers on how to effectively address discrimination based on any protected class under the Fair Housing Act?	No
3. Did the CoC conduct annual training on how to effectively address discrimination based on any protected class under 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing?	No

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

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

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

	<input type="checkbox"/>
	<input type="checkbox"/>

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

Applicants must:

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

1)Howard County is a small county in central Maryland, with approximately 320,000 residents, and two Coordinated Entry access points covering the entire County. One access point is the hotline at the local crisis agency/emergency shelter and one at the domestic violence provider. These are available to everyone (language lines/interpreters available), are advertised in central locations and are well-known throughout the County. Both entry points are advertised by Social Services, faith community, police, hospital, Workforce Development, and 211. Origins of calls to the CE hotline have been reviewed, and calls are received from almost every zip code within the CoC. Similarly, the DV access point is the only DV provider in the CoC and is a natural access point for anyone fleeing violence.

2)In absence of special outreach, we believe long-term, unsheltered homeless individuals are least likely to apply for assistance. Since opening a project based PSH building, the CoC has recognized a need to have a stronger capacity to reach the unsheltered population, as numerous individuals selected for this project had very little contact with the CoC, other than Code Blue weather events. The current year (June 2019 – July 2020), the CoC is funding an outreach worker who will work to engage those living outside as a special CE access point into the CoC.

3)We have chosen to prioritize those experiencing chronic homelessness for RRH and PSH, with emphasis on veterans and unaccompanied youth and families with children. The VI-SPDAT is being used as the standard assessment tool to prioritize those with the highest service needs for available housing and accompanied resources . We established a Prioritization workgroup in 2019 to review the By-name list twice monthly to ensure its accurate and up to date so when referrals for openings are made households can be reached quickly.

1D. Continuum of Care (CoC) Discharge Planning

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1D-1. Discharge Planning Coordination.

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

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

1E. Local CoC Competition

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*1E-1. Local CoC Competition–Announcement, Established Deadline, Applicant Notifications. Attachments Required.

Applicants must indicate whether the CoC:

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

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

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

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

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

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

The Coalition to End Homelessness Board’s Rating and Rating Committee (RNR) reviewed all projects submitted in the competition and the populations served during the program year.

1)The Committee looked at length of time homeless upon entry, and number of disabilities for households currently enrolled in renewal projects (as they were designation to house chronic homeless, or are dedicated plus).

2)The CoC took the severity of service needs into account through the Rating and Ranking tool and cross referenced with the Project Applicants narratives. The RNR considered: a) the limited availability of RRH across our CoC; b) the need for RRH along with a Diversion program and a completely implemented Moving On plan to unclog our system c) RRH can effectively house some chronically homeless households, and d) an unserved DV/HT population can benefit from RRH as there are more DV/HT victims than homeless in our jurisdiction. RNR selected a RRH Bonus and a RRH DV/HT bonus. When making this selection, the Committee took into account the service needs of these vulnerable subpopulations and reducing all homelessness in all populations in our CoC. All projects included in 2019 cycle will be all operating on the same criteria for severity of needs and vulnerabilities by for both PSH and RRH submissions.

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

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

Public Posting of Objective Review and Ranking Process		Public Posting of CoC Consolidated Application including: CoC Application, CoC Priority Listing, Project Listings	
1. Email	<input checked="" type="checkbox"/>	1. Email	<input checked="" type="checkbox"/>

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

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

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

Reallocation: 12%

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

Applicants must:

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

1)The process for reallocation is:

- Each application is reviewed by the lead agency to verify it passes HUD’s threshold criteria and project requirements, projects operate as Housing First, and for overall project outcomes
- The lead agency reviews Scores from the Rating and Ranking tool for each project that was submitted
- Reallocation is recommended to occur if the Rating and Ranking tool and threshold criteria shows any particular project is:
 - +not performing (not filling housing units); or
 - +under-performing (unfilled housing units/significant under-spending grant funds), is not cost-effective; or
 - +the Applicant is non-compliant with the Interim Rule for the program component, including mismanagement of grant funds, and/or shows inability to provide oversight for the annual re-certification process for households and units (shown through annual monitoring reports); or
 - +if NOFA recommends reallocation or phasing out of a program component (ie: like transitional housing was).

-If one or more of these are true, a plan is created to ensure households enrolled in the project to be reallocated have a housing placement plan or are switched into another PH program before moving forward with reallocation.

2)The CoC has approved the reallocation process through the Rating and Ranking Committee, which follows the process annually.

3)The CoC communicated to all applicants (and Coalition members, in general) of the Reallocation process publicly on the CoC Lead Agency's website and through email distribution.

4)The CoC identifies projects that are low performing through the Rating and Ranking tool, and by looking at the grant amounts remaining at the end of the most recently completed program year, and overall system capacity need for program types.

DV Bonus

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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

1F-1 DV Bonus Projects.

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

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

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

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

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

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

Need Housing or Services	11.00
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the CoC is Currently Serving	28.00
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1F-2a. Local Need for DV Projects.

Applicants must describe:

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

1)The CoC calculated the number of DV Survivors who "Need Housing or Services" by finding the number that are currently on the by-name list for any Housing Program. The CoC calculated the number "the CoC is Currently Serving" by finding the number currently enrolled in any Housing Program.

2)The data source is HMIS for both, based on entries submitted with no identifying information, in aggregate form.

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

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

Applicant Name	DUNS Number
HopeWorks of Howa...	199826538

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

Applicant Capacity

DUNS Number:	199826538
Applicant Name:	HopeWorks of Howard County, Inc.
Rate of Housing Placement of DV Survivors–Percentage:	45.00%
Rate of Housing Retention of DV Survivors–Percentage:	100.00%

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

Applicants must describe:

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

1)The Rate of Placement was calculated by totaling the number of survivors placed in PH across HopeWorks programs, divided by the total number of survivors that participated. The Rate of Retention of DV Survivors was calculated by looking at the number of residential clients who returned to the Coordinated System after receiving shelter at HopeWorks.

2)The data source used is Howard County’s HMIS for both, based on entries submitted with no identifying information, in aggregate form.

1F-4b. DV Survivor Housing.

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

HopeWorks has instituted a “housing-forward” approach for its Safe House emergency shelter program and clients. What this means in practice is that housing is discussed with all clients at entry to the shelter program. Once safety and other immediate crisis issues have been confronted and a sense of emotional stability attained, survivors are asked about the type of housing to which they prefer to go upon exit from the program. Affordability, housing types, available subsidies and locations are discussed. Survivors are given a time frame for the stay at Safe House (60 days with the possibility of a 30 day extension.)

The availability of Rapid Rehousing rental assistance is discussed from the start with every client making them aware that assistance with rent and utility arrears can be obtained and that on-going, time-limited rental subsidies are available. A fact sheet explaining this financial assistance is given to each client at entry. Case Management is provided to each survivor on a weekly basis providing opportunities for further discussions surrounding housing and to monitor progress toward the identification and obtention of desired housing.

Connections to other community resources and assistance is also provided during case management so that clients can work towards putting in place the resources they need for independent living. HopeWorks has also received other grant funding (Howard County's Flexible Financial Assistance program) that enables it to provide housing assistance to survivors who do not opt to participate in the Rapid Rehousing program.

HopeWorks also has worked hard to identify landlords willing to rent to clients with little or troubled rental histories. HopeWorks meets with and provides Information Packets to landlords who may be unfamiliar with the Rapid Rehousing program and its benefits for landlords.

1F-4c. DV Survivor Safety.

Applicants must describe how project applicant:

- 1. ensured the safety of DV survivors experiencing homelessness by:**
 - (a) training staff on safety planning;**
 - (b) adjusting intake space to better ensure a private conversation;**
 - (c) conducting separate interviews/intake with each member of a couple;**
 - (d) working with survivors to have them identify what is safe for them as it relates to scattered site units and/or rental assistance;**
 - (e) maintaining bars on windows, fixing lights in the hallways, etc. for congregate living spaces operated by the applicant;**
 - (f) keeping the location confidential for dedicated units and/or congregate living spaces set-aside solely for use by survivors; and**
 - 2. measured its ability to ensure the safety of DV survivors the project served.**
- (limit 2,000 characters)**

1)HopeWorks of Howard County, Inc. (Applicant) ensures Survivor safety by:

- a)All Residential Staff and Victim Advocates receive training on safety planning, use a Lethality Assessment for intake (as developed by the Maryland Network Against Domestic Violence). Any question on the assessment answered with a Yes, becomes part of the safety plan for that survivor.
- b)Intake interviews are typically conducted at HopeWorks main office, in a private office, protected by sound machines assuring the privacy of conversations. When intakes occur off-hours, they are held at Safe House, also in a private office equipped with a sound machine for privacy.
- c)HopeWorks has not provided services to a couple but would interview each member of the couple separately if such a circumstance were to arise.
- d)Through safety and housing case planning, HopeWorks supports survivors identify community housing that is safe and driven by their identified needs and financial capacity.
- e)Physical security measures on premise include a chain-linked safety fence surrounding the property with locked access and remote video monitoring entry to the property. Security cameras linked to staff computers and cell phones allow remote monitoring of the exterior and interior of the building. Key card entry allows staff to delete cards of exiting clients and cards that are lost. Panic buttons are located in each staff office in the residence.
- f)HopeWorks takes very seriously the need for security at Safe House, keeping it's location confidential. Confidentiality is stressed to all survivors and family members residing at Safe House. All vendors (maintenance and repair, etc.) accessing Safe House property must complete a confidentiality form and

undergo a background check.

2)As a measure of its ability to ensure the safety of survivors, no intruder has accessed the property nor any survivor been attacked or assaulted on HopeWorks property over the past year.

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

Applicants must describe:

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

(limit 4,000 characters)

1)HopeWorks has a long history of incorporating trauma-informed, victim-centered approaches in its programs working with DV survivors. It has used the best practices associated with the Sanctuary Model to help assure that programs and services address the fundamental problems surrounding exposure to violence on the part of survivors we serve. All staff receive training in best practices associated with trauma-informed care and the empowerment of survivors as decision-makers within their own care.

2)If funded, HopeWorks will continue to utilize trauma-informed, victim-centered approaches to meet the needs of its clients, by specifically:

a)Discuss with clients at entry to Safe House their options for permanent housing, the resources available for help obtaining permanent housing and all the available choices open to them consistent with their own preferences. Affordability, location, community resources and other issues central to housing will be discussed with clients.

b)Underline and provide on-going staff training emphasizing the importance that clients be empowered to make decisions important for their own self-determination and that of their families. HopeWorks will ensure that staff are cognizant of and responsive to power differentials in their dealings with clients

and that no unnecessary punitive interventions will be taken (breach of shelter confidentiality is an exception to this standard.)

c) HopeWorks provides clients access to psycho-education concerning trauma and its impacts. A HopeWorks clinician goes to Safe House each week to meet with clients and their children, and hopes to expand the availability of clinicians available to meet clients as it helps clients access trauma services more readily. HopeWorks also looks to provide group counseling/psycho-education at Safe House in the near future, in addition to the main office. Trauma-informed yoga is provided at Safe House.

d) Use a self-sufficiency matrix to help clients identify strengths and areas in need of additional focus and attention is used in case management. Clients and staff instigate a conversation identifying goals, breaking these goals into actionable tasks and investigating available resources that will help in their attainment.

e) Equity, cultural competence and non-discrimination are central tenets of HopeWorks' ethos, represented by a multi-ethnic staff including native speakers of Spanish, Arabic and Punjabi. Phone-based translation services are available for communication in other languages. HopeWorks has embarked upon a vigorous and challenging Organizational Equity Initiative designed to help staff identify and respond to inherent and unconscious bias in their relations with others. The demands of communal living are raised upon entry with clients and norms of understanding and respect are made clear.

f) Deliver opportunities for connection, including a Women's Support Group offered by the HopeWorks' Community Engagement Department, a Human-Trafficking Support Group, Trauma-informed Yoga, group counseling and peer support made available through the communal living arrangements of Safe House.

g) Offer support for survivors as parents. HopeWorks residential staff receive training on best practices in offering parenting support to survivors. Clients are also offered referrals to Parents as Teachers, a program in the Howard County community. Referrals are also made to the WIC program for parents of eligible children and to Just Living Advocacy that helps parents obtain quality, affordable childcare and childcare subsidies.

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

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

- **Child Custody**
- **Legal Services**
- **Criminal History**
- **Bad Credit History**
- **Education**
- **Job Training**
- **Employment**

- **Physical/Mental Healthcare**
- **Drug and Alcohol Treatment**
- **Childcare**

(limit 2,000 characters)

Child Custody: Safe House clients are referred to HopeWorks' Legal Services Department that can provide direct services surrounding custody issues or provide referrals to outside legal services agencies when capacity to provide in-house services are not available.

Legal Services: HopeWorks Legal Services Department provides brief information and referral services, legal representation in Peace and Protective Order proceedings, criminal accompaniment and representation in custody and family law services (on a limited basis for custody and family law services.)

Criminal History: Referrals are Made to the Women's Law Center, FIRN, and DVRP for assistance in expunging past criminal histories.

Bad Credit History: Referrals are made to Making Change and the Getting Ahead Programs for clients needing to improve their credit, put in place financial planning and household budgets.

Education, Job Training and Employment: Referrals are made to the Columbia Workforce Center, the Christian Women's Thrift Store and Success in Style.

Physical/Mental Healthcare: Referrals are made to Health Care Access Maryland (HCAM) that helps our clients access and navigate healthcare services effectively.

Drug and Alcohol Treatment: Referrals are made to Silverman Solutions and to "I Can't/We Can" both of which offer treatment programs aimed at addiction.

Childcare: Clients are provided referrals to Just Living Advocacy which provides childcare services and help in applying for childcare subsidies.

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

Please submit technical questions to the HUD Exchange Ask-A-Question at <https://www.hudexchange.info/program-support/my-question/>

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

2A-1. HMIS Vendor Identification. Community Solutions

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

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

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

Project Type	Total Number of Beds in 2019 HIC	Total Beds Dedicated for DV in 2019 HIC	Total Number of 2019 HIC Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	113	47	66	100.00%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	0	0	0	
Rapid Re-Housing (RRH) beds	0	0	0	
Permanent Supportive Housing (PSH) beds	95	0	70	73.68%
Other Permanent Housing (OPH) beds	28	0	28	100.00%

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

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

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

1)The 25 beds that are not accounted for in HMIS for the 2019 HIC are all HOPWA beds funded through the local Howard County Housing Commission to the Howard County Health Department. While it is counted as inventory, and is made available to persons who are homeless with HIV/AIDS, they do not currently participate in HMIS for bed coverage nor are they officially connected to the CoC at this time.

2)It is the goal of the Collaborative Applicant as well as the HMIS Lead Agency to engage the Housing Commission and the Health Department to identify available/vacant beds/units in HMIS.

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

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

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

**Applicants must enter the date the CoC submitted the 2019 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX).
(mm/dd/yyyy)** 04/29/2019

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

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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2B-1. PIT Count Date. 01/24/2019

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

2B-2. PIT Count Data–HDX Submission Date. 04/29/2019

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

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

Applicants must describe:

1. any changes in the sheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and

2. how the changes affected the CoC’s sheltered PIT count results; or
3. state “Not Applicable” if there were no changes.

(limit 2,000 characters)

In the 2019 sheltered PIT count, we implemented the use of provider level HMIS entry to include all persons residing in emergency shelter providers.

3) Not Applicable. There was no significant methodology change from 2018 to 2019.

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

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

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

Applicants must describe:

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

1)From the 2018 to 2019 unsheltered count, we added a Resource Fair to attract and survey persons living in places not meant for human habitation. The Resource Fair was advertised throughout the community at nonprofits, food banks, the Day Resource Center and around areas the homeless are known to congregate. The Resource Fair offered free food, haircuts, free clothing, child care with activities by licensed child care providers, health services van, and local service providers. The site chosen for the Resource Fair was centrally located in Columbia (center of the County), near main highways, and next to a bus stop. Free transportation was also provided with shuttles and Ubers for persons who were unable to catch the bus to the site. All persons who attended were asked to complete a survey, although it was not required to access services.

2)The Resource Fair drew persons who were unsheltered that would not have been counted through a Street Count only and increased the overall number. The Street Count methods did not change from 2018 to 2019. The Street Count sent teams of persons into five regions across the county to locate and survey persons living outside or in places not meant for human habitation. Backpacks and bagged lunches were given to persons who completed a survey.

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

Applicants must:

Indicate whether the CoC implemented specific measures to identify youth experiencing homelessness in their 2019 PIT count. Yes

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

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

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

1) During the planning for the PIT, key stakeholders were consulted, including the Local Children's Board, youth pastors and volunteers in the community who work with the homeless. Youth experiencing homelessness were not engaged in the planning phase. However, during the planning phase, adding a centrally located Resource Fair was intended to reach as many unaccompanied homeless youth and families with children as possible. In years past, we suspected that more literally homeless youth and families were in our community, but we were unable to locate them on the night of the PIT. Adding the Resource Fair, along transportation/bus routes, was intended to draw these populations out to be counted. Pupil Personnel Workers (PPWs) from the local school system were also included in the planning. The PPWs committed to providing transportation to the Resource Fair to families of homeless students. The marketing of the PIT was expanded to include areas where youth have been identified throughout the calendar year, and during the separately held Youth REACH counts from 2017 and 2018, (state-wide youth count in Maryland).

2) The PIT included a Street Count in addition to the Resource Fair. The Street Count sent teams of persons into five regions across the county to locate and survey persons living outside or in places not meant for human habitation. Specifically, all motels/hotels, and the wooded areas next to them, were included on the maps for the surveyors, as they were identified in the 2017 and 2018 Youth REACH counts as highly populated by unaccompanied youth.

3) While no youth were involved in the counting of literally homeless persons in the 2019 PIT, it is our hopes to build on the knowledge and relationships we have gained with stakeholders to recruit youth who are currently, or who are formerly homeless, to be active participants in the planning and execution of the PIT for 2020.

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

Applicants must describe the CoC's actions implemented in its 2019 PIT count to better count:

- 1. individuals and families experiencing chronic homelessness;**
 - 2. families with children experiencing homelessness; and**
 - 3. Veterans experiencing homelessness.**
- (limit 2,000 characters)**

Actions taken to implement the 2019 PIT count for the identified subpopulations did not significantly change from 2018.

1, 2, 3) Surveys (provider level, client level as well as HMIS) included asking about prior military service, living situation, length of stay in living situations, age, and number of persons in household. These questions identified veterans, chronically homeless singles and persons in families with children, and youth, all based on HUD's definition. Multiple trainings were held leading up to the PIT count to increase the skills of former and new PIT volunteers around methods

for asking survey questions to draw the most quality information. These actions helped to capture a reliable count of veterans, chronically homeless families and individuals and homeless families with children.

2)The canvassing of the entire CoC geographic area with police escorts helped to identify locations where families with children park their cars, or linger to be unseen.

3A. Continuum of Care (CoC) System Performance

Instructions

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

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

Applicants must:

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

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

Applicants must:

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

1)The CoC's coordinated entry staff researched how to identify risk factors for households likely to become homeless for the first time, and found: in persons (including children) with onset of serious long-term medical conditions; loss of housing voucher (with the household having limited to no personal financial resources); loss of employment; and households on fixed incomes as indicative risk factors for households becoming homeless for the first time.

2)The CoC's strategies to address households who are at risk of becoming homeless include a multi-tiering of interventions including Diversion and Homeless Prevention.

Diversion includes training coordinated entry points on how to help persons seeking assistance to access tangible immediate resources, ie: referrals to food banks, providing small financial assistance and one-time eviction assistance, and talking through if there are personal/familial relationships to assist to not become homeless. If those efforts do not alleviate the housing crisis, and the household will imminently become homeless without further assistance, they are referred to the appropriate agency for short and medium-term homeless prevention through coordinated entry.

3)The Collaborative Applicant is the Department of Community Resources' Office of Community Partnerships and is responsible for overseeing the CoC's strategies to reduce the number of individuals and families experiencing homelessness for the first time.

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

Applicants must:

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

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

Applicants must:

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

Over the past two years, the CoC has experienced a 10% reduction in the length of time households are experiencing homelessness.

1)The CoC's strategies for reducing the LOT households remain homeless include:

- Supporting the ES providers to rapidly exit households from shelter by funding rapid rehousing programs so households who are literally homeless have quicker exits into their own housing
- LOT homeless is built into the prioritization principles of coordinated entry related to chronic households' placements in PSH, RRH and ES
- Providing local flexible funding for first month rent and shallow subsidies for non-RRH providers, and all ES providers, to expedite rapid exits to housing
- Providing support to RRH providers in delivering Housing First-based programs
- Funding a Housing Locator staff position to identify housing for households who are being rehoused from literal homelessness, to expedite their move-in date and provide more options for housing
- Funding a Landlord Guarantee program (incentive program for landlords) to reduce barriers for households to move into housing, effectively shortening their LOT literally homeless

2)The CoC’s process for identifying and housing households with the longest LOT homeless:

- Maintaining a by-name list for literally homeless persons who need PSH, RRH and ES, with LOT built into the prioritization principles of coordinated entry for PSH, RRH and ES beds
- Funding Outreach staff position so that when housing becomes available to persons on the by-name list, all necessary paperwork is in place and persons who are literally homeless are able to move into housing, shortening their LOT literally homeless.

3)The Collaborative Applicant is the Department of Community Resources’ Office of Community Partnerships and is responsible for overseeing the CoC’s strategies to reduce the length of time individuals and families remain homeless.

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

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations as reported in HDX.	47%
2. Report the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.	99%

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

Applicants must:

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

(limit 2,000 characters)

1)Strategy to Increase Rate of Exits to PH: Over the past three years, the rate of exits to PH from ES, SH, TH and RRH has changed from 38% (2016) to 53%

(2017) to 47% (2018). The majority of exits in this dataset are from ES. Strategies include funding new: landlord guarantee program, Housing locator staff position, local PH subsidies, and rapid rehousing to improve exits to PH. RRH clients will receive 6 months case management after last rental assistance to improve the rate of maintaining PH. The HMIS Administrator will train end users to be sure exit destinations are entered accurately. Providers will be trained to build their capacity to transition households into PH.

2)The Collaborative Applicant is the Dept. of Community Resources' Office of Community Partnerships and is responsible for overseeing CoC's strategies to increase the rate of exits to permanent housing from ES, TH, RRH (we have no SH)for individuals and families.

3)Strategy to Increase Rate of Retaining of/Exiting to PH. For 2018, 99% of all households in PSH either retained PSH or moved to another PH destination, and did so with the following strategies:

- Mediate landlord-tenancy issues including arrears
- Provide housing case management tailored to the needs of the household
- Develop relationships with local landlords/property managers who are willing to rent to high-risk households
- Develop agreements with community partners to assist households with acute mental health issues that may impact their ability to retain housing in the community
- Ensure PSH providers have SOAR trained staff able to support households to retain benefits or obtain them

4)The Collaborative Applicant is the Dept. of Community Resources' Office of Community Partnerships and is responsible for overseeing CoC's strategies to increase the rate at which individuals and persons in families in PH projects, other than RRH, retain their PH or exit to PH destinations.

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

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.	2%
2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.	3%

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

Applicants must:

1. describe the strategy the CoC has implemented to identify individuals and persons in families who return to homelessness;
2. describe the CoC's strategy to reduce the rate of additional returns to homelessness; and
3. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the rate individuals and persons in families return to homelessness.

(limit 2,000 characters)

From 2017 to 2018, 2% of those who exited, returned to homelessness within 6 months of exiting, and 3% returned within a 12-month period.

1)The CoC has identified the following criteria that indicate individuals and families are likely to return to homelessness:

- Households present with a previous homeless episode(s)

- Households with a recurrence of the original crisis that caused their homelessness
- Significant loss of employment or income
- Serious somatic or behavioral health crisis
- Households are living in unsafe living conditions/environment.

The CoC strategy will be to track these criteria and use the information to prevent repeated episodes of homelessness.

2)The CoC’s strategies to reduce the rate of additional returns to homelessness include:

- Giving households a higher priority for referral through CE if there is a history of previous homeless episodes
- Tracking number of homeless episodes of persons on the by-name list and using number of homeless episodes as a prioritization point for placement into PSH and RRH to reduce the household’s number of episodes of experiencing homelessness in the future
- Funding more rapid rehousing programs to ensure those exiting homelessness are connected to supports to reduce their returns to homelessness
- Offering case management services for six months after RRH assistance ends to address mental and somatic health issues before they cause a return to homelessness
- Providing follow-up activities including financial coaching and employment training for households who are on the verge of housing instability and/or homelessness

3)The Collaborative Applicant is the Department of Community Resources’ Office of Community Partnerships and is responsible for overseeing the CoC’s strategies to identify individuals and persons in families who return to homelessness and the strategies to reduce returns to homelessness.

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

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their employment income from entry to exit as reported in HDX.	0%
2. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their non-employment cash income from entry to exit as reported in HDX.	100%

3A-5a. Increasing Employment Income.

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

None of those who exited had a change in their employment income status or value. All of those who exited had an increase in benefits.

1)Strategies to Increase Employment Income include requiring providers to:

- Assess clients for work history, employment status and income
- Provide counseling to encourage employment as a way to increase income and stability
- Educate clients about methods to protect Social Security disability status (POD and Ticket to Work programs)
- Link disabled clients to employment training programs suited to their needs
- Use motivational interviewing to increase desire to work

2)Strategies to Increase Access to Employment include requiring providers to.

- Assess clients for work history, employment status and income
- Use motivational interviewing to increase motivation to work
- Refer clients with:
 - o psychiatric disabilities to Evidence Based Supported Employment providers, and
 - o physical and psychiatry disabilities to Maryland Department of Rehabilitation Services (DORS)
- Link clients to transportation and childcare resources to increase attendance in career training programs, GED programs, and higher education programs
- Refer households with children age 3-5 to Head Start and PreK.

3)How the CoC works with mainstream employment organizations to increase households' cash income:

- Refer clients with disabilities to Evidence Based Supported Employment providers and the Maryland Department of Rehabilitation Services
- Coordinate with Workforce Development to support job search and employment
- Funding staff to work with homeless households to gain employment, access job-readiness training, resume writing and application assistance, and advocate for clients with local employers who need workers

4)The Collaborative Applicant is the Dept. of Community Resources' Office of Community Partnerships and is responsible for overseeing the CoC's strategies to increase jobs and income from employment.

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

Applicants must:

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

The Providers for CoC-funded projects use these strategies:

1) To Increase Non-Employment Cash Income.

- Identify and assist individuals to apply for all federal and state benefits for which they are eligible
- Assist individuals in identifying and correcting possible errors to ensure household is receiving full entitlement income
- Offer clients opportunity to appoint the CoC-provider as authorized representative for Department of Human Resources and Benefits Services
- Assist clients in reporting income to avoid reduction in benefits due to reporting errors or offer clients the opportunity to appoint a Representative Payee to do so on their behalf

2) To Increase access to Non-Employment Cash Sources.

- Conduct an entitlement evaluation with all clients to identify benefits they are receiving or are eligible to receive
- Assist clients in setting up myDHR account/my SSA account to increase ease of applying, monitoring, and renewing benefits
- Linking clients to SOAR trained staff person for SSDI/SSI benefits
- Assist clients in using the online tool to identify eligible state benefits such as Temporary Disability Assistance Program, a resource available for low-income disabled Marylanders waiting for federal disability, and Temporary Cash Assistance, Maryland's TANF program, provides cash assistance to families with children
- Refer clients to SNAP outreach workers for food stamp benefits
- Assist clients in gathering needed documentation

3) The Collaborative Applicant is the Department of Community Resources' Office of Community Partnerships and is responsible for overseeing the CoC's strategies to increase non-employment cash income.

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

Applicants must describe how the CoC:

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

1) The CoC promotes partnerships through the Collaborative Applicant's (CA) sister office, the Office of Workforce Development (OWD), which is a member of the Coalition to End Homelessness Board, a Coalition member, and an active participant in CE. The OWD promotes partnerships with employers and organizations and hosts job fairs throughout the year tailored to different

populations, homelessness included. OWD also has specific programs tailored to subpopulations including Veterans and Unaccompanied Homeless Youth, that CoC providers refer to. The CoC, as an entity, does not have a written agreement with the OWD's workforce board, but maintains a strong working relationship with their office. The CA funds one FTE at OWD who works with households who are enrolled in homeless programs on employment goals; referrals are made via HMIS, telephone and email for access to the employment resources at OWD.

2)The OWD's work includes business services, job seeker services, youth and veteran services. As a committed CoC partner promoting employment opportunities with a variety of employers in the County, the OWD provides meaningful opportunities for all types of persons seeking employment. At least weekly efforts are held, including job fairs, resume building workshops and introductions to employers for persons seeking work. The OWD also seeks employers in the community who are willing to provide on the job training to under-trained workers and persons with limited employment history. CoC-PSH providers work closely with the OWD programs when a household is seeking to increase their employment opportunities.

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

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

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

3A-6. System Performance Measures 05/23/2019
Data–HDX Submission Date

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

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

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

Please submit technical questions to the HUD Exchange Ask-A-Question at <https://www.hudexchange.info/program-support/my-question/>

Resources:

The FY 2019 CoC Application Detailed Instruction can be found at:

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

The FY 2019 CoC Program Competition Notice of Funding Availability at:

<https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices>

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

3B-1. Prioritizing Households with Children.

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

1. History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
2. Number of previous homeless episodes	<input checked="" type="checkbox"/>
3. Unsheltered homelessness	<input checked="" type="checkbox"/>
4. Criminal History	<input checked="" type="checkbox"/>
5. Bad credit or rental history	<input type="checkbox"/>
6. Head of Household with Mental/Physical Disability	<input checked="" type="checkbox"/>

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

Applicants must:

1. describe how the CoC currently rehouses every household of families with children within 30 days of becoming homeless that addresses both housing and service needs;

2. describe how the CoC addresses both housing and service needs to ensure families with children successfully maintain their housing once

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

- 1)The CoC’s strategies to rapidly rehouse every family with children include:
- Funding programs to rapidly rehouse families within 30 days of becoming homeless (the Shelter Diversion program (United Way), ESG-RRH, and local Rehousing programs)
 - Funding a Housing Locator accessible to all homeless providers through CE to expedite households’ move into PH
 - Offering the landlord guarantee program (a local incentive) that would provide up to \$3,000 for landlords if the household vacates prior to lease expiration, or for damages beyond the security deposit amount
 - Requesting landlord and property management leniency with poor credit/criminal background
 - Locally funded financial assistance to fill gaps

- 2)The CoC seeks to address both housing and service needs to ensure housing is maintained after program exit by
- Structuring the RRH programs in the CoC to front-load services and connect to as many community resources the household may need/seek
 - Having housing placement/search and service delivery be as client-driven as possible so households have a sense of ownership of their housing once placed and assistance ends
 - Supporting case management in the programs that provide rapid rehousing with training including motivational interviewing and trauma informed care so that providers have access to tools needed to support households in their move into housing and are able to adequately support households in directing their own housing decisions
 - Case managers using progressive engagement to ensure clients are receiving the level of support they need to help them maintain housing, based on the housing stabilization plan, action steps, natural & community supports, budget, and any barriers to maintaining housing once financial assistance ends

3)The CA is the Dept. of Community Resources’ Office of Community Partnerships, and is responsible for overseeing the CoC’s strategies to rapidly rehouse families with children within 30 days of becoming homeless.

3B-1b. Antidiscrimination Policies.

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

1. CoC conducts mandatory training for all CoC- and ESG-funded housing and services providers on these topics.		
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	<input checked="" type="checkbox"/>
2. CoC conducts optional training for all CoC- and ESG-funded housing and service providers on these topics.	<input type="checkbox"/>
3. CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	<input checked="" type="checkbox"/>
4. CoC has worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within the CoC geographic area that might be out of compliance and has taken steps to work directly with those facilities to come into compliance.	<input checked="" type="checkbox"/>

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

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

1. Unsheltered homelessness	Yes
2. Human trafficking and other forms of exploitation	Yes
3. LGBT youth homelessness	Yes
4. Exits from foster care into homelessness	Yes
5. Family reunification and community engagement	No
6. Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs	Yes

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

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

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

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

Applicants must describe how the CoC increased availability of housing and services for:

- 1. all youth experiencing homelessness, including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive; and**
 - 2. youth experiencing unsheltered homelessness including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive.**
- (limit 3,000 characters)**

Strategy: Local Coordination.

A Youth Homelessness workgroup has been convened since 2015 to explore the local need and outline existing programs to better serve homeless youth in Howard County. The CoC partners with the Local Children’s Board (an LCB is in each Maryland jurisdiction and is a state-mandated group of public-private members working to ensure a strong continuum of services for families and children in communities) as Homeless youth are also an LCB priority.

Strategy: Counting.

From 2015 to 2018, the State of Maryland held “Youth REACH,” a multi-jurisdictional count of unaccompanied homeless youth. The Howard County CoC participated in the last two years it was held with Street Counts & Resource Fairs to survey homeless youth (including both unsheltered/HUD and unaccompanied/State). The results of those counts found 30 in 2017 and 33 in 2018 who were “Under 25 & Unstably Housed or Homeless,” and 7 in 2017 and 5 in 2018 who were “HUD Definition of Homeless.”

Strategy: State Grant Partnerships.

Because of the state-wide Youth REACH counts, the State of Maryland took a close look at the experiences, volume and lack of resources of homeless/unaccompanied youth, and committed to support local CoCs access to housing and services. The Maryland General Assembly passed an Ending Youth Homelessness Act of 2018 for youth experiencing or at risk of homelessness, effective 10/2018, and grant funding for SFY2019. The grant funding supports activities for “individuals up to the age of 24 who lack a fixed, regular, and adequate nighttime residence, or who are at risk of homelessness” with Street and community-based outreach, Drop-in programs, Emergency Shelter, Rental Assistance (short and medium-term), and/or Case Management.

Based on the findings of the Howard County surveys, and through the Ending Youth Homelessness Act of 2018’s grant funding, the CoC’s CA applied to create new youth-focused projects dedicated to ages 18-24. The CA was awarded funding beginning 7/1/19 of \$92,750 for Rental Assistance and Case Management activities. As the newly funded project is a state program, it will serve youth meeting a number of definitions, not just the HUD unaccompanied youth definition, allowing the homeless service system to serve those homeless per HUD and those unstably housed or homeless.

Strategy: Emergency Shelter & Detox.

The CoC looked at the existing local resources to serve homeless youth. In summer 2019, the CoC’s emergency shelter converted a room (2 to 4 beds) to be dedicated to 18-24-year olds, and has reserved 2 opiate detox stations in their crisis center for 18-24-year olds. The opiate detox stations combined with dedicated emergency shelter beds connects literally homeless youth needing detoxification from opiates with safe sheltering. This is a modification of our current shelter capacity and an addition of detoxification services both focusing

on the needs of the unsheltered.

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

Applicants must:

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

1) The evidence we use to measure our strategies include:

- The youth homeless workgroup has met at least 10x a year since 2016. The workgroup has accomplished many things over four years: raising public awareness through a Youth Symposium (2016), participating in state-wide youth counts (2017, 2018), strengthening partnerships between the CoC and the Public Schools (they participated in the 2018 Count with student-surveys), and aligning under the Coalition to End Homelessness Board (2019) for improved effectiveness related to ending youth homelessness.
- Prior to 2017, providers were unsure how many 18-24-year olds were homeless across the county in a uniform way. There were varying numbers all separated by different definition (schools, HUD/CoC, couch surfing, etc.). For many years, the CoC would use the local school system's numbers that counted homeless students with a broader definition than HUD's, and was compared to the Point in Time numbers of 18-24 literally homeless persons. The inability to compare and see the extent of the problem, led to confusion and frustration that the homeless system was unable to realize the extent of need of the youth in our community. This led to a need to comprehensively count the number of unaccompanied youth in our County.

2) Measures we use to calculate how effective our strategies include:

- Counting the number of unduplicated homeless/unstably housed youths gave a scope of need across all definitions, in a timeframe that was more than one day (like the PIT), and less than a 9-month running tally (like the school-system). The strategy of counting in 2017 and 2018, has proven to be effective to give the CoC a defined target/number of all types of homeless youth. Collection of data on household types presenting showed year to year increase in unaccompanied youth.
- By aligning local efforts with those of the state, (counting youth and coordinating local efforts), pursuing a state grant strategy has proven to be effective. We will be setting goals and measures based on this new state grant, exclusive to youth, in accordance with the outcomes sought by the state.
- An increase in number of dedicated emergency shelter beds provides evidence of how our coordination and counting strategies have proven effective.

3) We believe our measures are appropriate in determining how effective strategies are because:

- Coordination cannot be done without partners serving all types of homeless youth.

- Counting unaccompanied youth has shown an increase each year for unsheltered, where they were not highlighted in years prior (of the 18-youth referred to any housing program in LFY19, 50% exited to permanent housing destination).
- Collecting data on this population highlighted our need for specialized programming, and supported our request to the state for a new program. This was effective as we were awarded a new grant this current local fiscal year.

3B-1e. Collaboration–Education Services.

Applicants must describe:

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

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

(limit 2,000 characters)

The CoC collaborates with youth education providers in:

- 1.Howard County Public School System (HCPSS)’s Homeless Advisory Committee (HAC). This group meets monthly and the CoC leadership attends and provides input to the services provided to homeless youth.
- 2.The HAC has an MOA in place between eleven partners to ensure agencies are collaborating effectively to improve academic outcomes, promote positive working relationships among parties working with homeless children/families, and to develop written agreements between agencies serving homeless children age 0-5 to promote an integrated model of program delivery. The CoC is party to the MOA (effective in 2014).

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

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

The CoC’s has policies and procedures for homeless families with children to be connected to pupil personnel workers and other school-based services. This is an established process in the CoC policy and procedures and of the Coordinated Assessment System’s policies. Additionally, all Department of Social Service workers link households with school-aged children to their local public school, and ensure they are provided with information on their rights. Case managers and DSS workers follow up and make sure households are connected to their local public school and Pupil Personnel Workers (PPW), the designated McKinney Vento Homeless Liaison.

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

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

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

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

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

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

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

3B-2b. Housing First for Veterans.

Applicants must indicate whether the CoC has sufficient resources to ensure each veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach. No

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

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

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

3B-3a. Addressing Racial Disparities.

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

1. The CoC is ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.	<input type="checkbox"/>
2. The CoC has identified the cause(s) of racial disparities in their homeless system.	<input type="checkbox"/>
3. The CoC has identified strategies to reduce disparities in their homeless system.	<input type="checkbox"/>
4. The CoC has implemented strategies to reduce disparities in their homeless system.	<input type="checkbox"/>
5. The CoC has identified resources available to reduce disparities in their homeless system.	<input type="checkbox"/>
6. The CoC did not conduct a racial disparity assessment.	<input type="checkbox"/>

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

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

Please submit technical questions to the HUD Exchange Ask-A-Question at <https://www.hudexchange.info/program-support/my-question/>

Resources:

The FY 2019 CoC Application Detailed Instruction can be found at:

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

The FY 2019 CoC Program Competition Notice of Funding Availability at:

<https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices>

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

4A-1. Healthcare—Enrollment/Effective Utilization

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

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

4A-1a. Mainstream Benefits.

Applicants must:

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

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

- 1)The Collaborative Applicant (CA) emails updates regarding mainstream resources at the federal and state level. At Coalition to End Homelessness meetings, mainstream benefits are discussed and providers share where additional resources benefits can be accessed in the community, including energy rental assistance, food pantries/banks, Head Start, SNAP, TANF, and medical assistance. The CA's emails include all program staff at the provider level.
- 2)The CoC disseminates information on the availability of mainstream local resources to projects at least 3-4x a month through email, at Committee and workgroup meetings. The Department of Social Services (DSS) is on the Coalition Board and is an active participant in all committees and workgroups, and makes announcements at all meetings and also asks to forward information to the Coalition via email.
- 3)The CA works with the CoC-funded PSH provider to link homeless households with health insurance benefits. The CoC-funded PSH provider has SOAR trained staff and help households in applying for SSI/SSDI. When households apply for SSI/SSDI, they are assisted in applying for TDAP, the state disability assistance program that provide a limited amount of cash assistance while the federal application is pending. Once households obtain SSI/SSDI, they are enrolled in Medicaid/Medicare; those ineligible for SSI/SSDI are connected to state insurance.
- 4)The CA supports the CoC-PSH provider that connects persons with SSI/SSDI, Medicaid/Medicare, and other mainstream benefits through a Benefits Coordinator on staff. This is an effective utilization of Medicaid and other benefits, since households are assisted in applying for benefits.
- 5)The organization responsible for overseeing the CoC’s strategy for mainstream benefits is the Dept. of Community Resources and Services, Office of Community Partnerships, the CoC Collaborative Applicant.

4A-2. Lowering Barriers to Entry Data:

Applicants must report:

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

4A-3. Street Outreach.

Applicants must:

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

Since 2008, the local shelter has operated the Day Resource Center (DRC) along Route 1, where most of the literally homeless persons congregate. The DRC is open three days a week and provides shower and laundry facilities, hot meals, computers, medical clinic staffed by volunteer doctors/nurses, staff to assist in obtaining health insurance, birth certificates, state identification, and social security cards. Other services include: assistance with applying for SNAP benefits and VA outreach.

The CoC’s outreach activities include the annual PIT which canvasses the entire geographic area for unsheltered persons and conducts surveys. For two years, the CoC has conducted a Youth PIT which canvasses the entire geographic area for unaccompanied and homeless youth, issues paper and e-surveys, conducts public outreach and marketing with flyers, and raises awareness by contacting hospitals, schools, community centers and churches.

The CoC’s outreach activities, supported by one full time state-funded ESG outreach position, identifies persons living in unsheltered locations, assists persons in becoming “document ready.” The position works across 100% of County, daily, to targeting persons who are least likely to seek assistance.

Least likely to seek services: The County has two Mobile Crisis Teams and responds to individuals who have a behavioral health crisis who may pose a threat to themselves or others, from community-based and police requests for assistance including for those who are living in an unsheltered environment. Similarly, the County’s ACT Team, available 24/7, takes mental health services to persons with current and past homelessness, psychiatric hospitalization, and incarceration who are unable to access or request assistance. The ACT Team is called when there is a known unsheltered homeless individual with a history of psychiatric hospitalization who is unable to be engaged through other outreach methods. They work across 100% of the County.

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

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

	2018	2019	Difference
RRH beds available to serve all populations in the HIC	0	0	0

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

Projects.

Applicants must indicate whether any new project application the CoC ranked and submitted in its CoC Priority Listing in the FY 2019 CoC Program Competition is requesting \$200,000 or more in funding for housing rehabilitation or new construction.

4A-6. Projects Serving Homeless under Other Federal Statutes. No

Applicants must indicate whether the CoC is requesting to designate one or more of its SSO or TH projects to serve families with children or youth defined as homeless under other federal statutes.

4B. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
_ FY 2019 CoC Competition Report (HDX Report)	Yes	MD-504 HDX Report	08/29/2019
1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners’ Preference.	No		
1C-4. PHA Administrative Plan Homeless Preference.	No	1C-4. Howard Coun...	09/23/2019
1C-7. Centralized or Coordinated Assessment System.	Yes	1C-7. MD-504-Coor...	09/23/2019
1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.	Yes	1E-1.Public Posti...	09/23/2019
1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.	Yes	1E-1. Public Post...	09/23/2019
1E-1.Public Posting–30-Day Local Competition Deadline.	Yes	1E-1.Public Posti...	09/23/2019
1E-1. Public Posting–Local Competition Announcement.	Yes	1E-1. Public Post...	09/23/2019
1E-4.Public Posting–CoC-Approved Consolidated Application	Yes		
3A. Written Agreement with Local Education or Training Organization.	No		
3A. Written Agreement with State or Local Workforce Development Board.	No		
3B-3. Summary of Racial Disparity Assessment.	Yes	MD-504 Racial Dis...	08/29/2019
4A-7a. Project List-Homeless under Other Federal Statutes.	No		
Other	No		
Other	No		

Other	No		
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Attachment Details

Document Description: MD-504 HDX Report

Attachment Details

Document Description:

Attachment Details

Document Description: 1C-4. Howard County Housing Commission -
PHA Administrative Plan Homeless Preference

Attachment Details

Document Description: 1C-7. MD-504-Coordinated Entry Assessment
Tools

Attachment Details

Document Description: 1E-1.Public Posting–15-Day Notification Outside
e-snaps–Projects Accepted-Email+Website

Attachment Details

Document Description: 1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced-Not Applicable

Attachment Details

Document Description: 1E-1.Public Posting–30-Day Local Competition Deadline for Projects

Attachment Details

Document Description: 1E-1. Public Posting–Local Competition Public Announcement-RankingCriteria+Tool

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: MD-504 Racial Disparity Assessment Tool

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. Identification	09/13/2019
1B. Engagement	09/13/2019
1C. Coordination	09/17/2019
1D. Discharge Planning	No Input Required
1E. Local CoC Competition	09/17/2019
1F. DV Bonus	09/13/2019
2A. HMIS Implementation	09/13/2019
2B. PIT Count	09/13/2019
3A. System Performance	09/18/2019
3B. Performance and Strategic Planning	09/18/2019
4A. Mainstream Benefits and Additional Policies	09/16/2019
4B. Attachments	Please Complete

FY2019 CoC Application	Page 59	09/23/2019
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Submission Summary

No Input Required

2019 HDX Competition Report

PIT Count Data for MD-504 - Howard County CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count	214	168	168	201
Emergency Shelter Total	201	93	101	111
Safe Haven Total	0	0	0	0
Transitional Housing Total	4	22	24	18
Total Sheltered Count	205	115	125	129
Total Unsheltered Count	9	53	43	72

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	47	23	37	36
Sheltered Count of Chronically Homeless Persons	41	9	15	15
Unsheltered Count of Chronically Homeless Persons	6	14	22	21

2019 HDX Competition Report

PIT Count Data for MD-504 - Howard County CoC

Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	30	25	23	30
Sheltered Count of Homeless Households with Children	29	22	22	24
Unsheltered Count of Homeless Households with Children	1	3	1	6

Homeless Veteran PIT Counts

	2011	2016	2017	2018	2019
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	12	7	6	6	9
Sheltered Count of Homeless Veterans	6	6	2	1	4
Unsheltered Count of Homeless Veterans	6	1	4	5	5

2019 HDX Competition Report
HIC Data for MD-504 - Howard County CoC

HMIS Bed Coverage Rate

Project Type	Total Beds in 2019 HIC	Total Beds in 2019 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	113	47	66	100.00%
Safe Haven (SH) Beds	0	0	0	NA
Transitional Housing (TH) Beds	0	0	0	NA
Rapid Re-Housing (RRH) Beds	0	0	0	NA
Permanent Supportive Housing (PSH) Beds	95	0	70	73.68%
Other Permanent Housing (OPH) Beds	28	0	28	100.00%
Total Beds	236	47	164	86.77%

2019 HDX Competition Report

HIC Data for MD-504 - Howard County CoC

PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC	2018 HIC	2019 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	53	55	25	62

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

Households with Children	2016 HIC	2017 HIC	2018 HIC	2019 HIC
RRH units available to serve families on the HIC				

Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC	2018 HIC	2019 HIC
RRH beds available to serve all populations on the HIC				

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

Summary Report for MD-504 - Howard County CoC

For each measure enter results in each table from the System Performance Measures report generated out of your CoCs HMIS System. There are seven performance measures. Each measure may have one or more “metrics” used to measure the system performance. Click through each tab above to enter FY2017 data for each measure and associated metrics.

RESUBMITTING FY2018 DATA: If you provided revised FY2018 data, the original FY2018 submissions will be displayed for reference on each of the following screens, but will not be retained for analysis or review by HUD.

ERRORS AND WARNINGS: If data are uploaded that creates selected fatal errors, the HDX will prevent the CoC from submitting the System Performance Measures report. The CoC will need to review and correct the original HMIS data and generate a new HMIS report for submission.

Some validation checks will result in warnings that require explanation, but will not prevent submission. Users should enter a note of explanation for each validation warning received. To enter a note of explanation, move the cursor over the data entry field and click on the note box. Enter a note of explanation and “save” before closing.

Measure 1: Length of Time Persons Remain Homeless

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

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

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

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

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

	Universe (Persons)			Average LOT Homeless (bed nights)				Median LOT Homeless (bed nights)			
	Submitted FY 2017	Revised FY 2017	FY 2018	Submitted FY 2017	Revised FY 2017	FY 2018	Difference	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
1.1 Persons in ES and SH	405	339	363	119	115	113	-2	67	73	55	-18
1.2 Persons in ES, SH, and TH	405	339	363	119	115	113	-2	67	73	55	-18

b. This measure is based on data element 3.17.

This measure includes data from each client's Living Situation (Data Standards element 3.917) response as well as time spent in permanent housing projects between Project Start and Housing Move-In. This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

The construction of this measure changed, per HUD's specifications, between FY 2016 and FY 2017. HUD is aware that this may impact the change between these two years.

	Universe (Persons)			Average LOT Homeless (bed nights)				Median LOT Homeless (bed nights)			
	Submitted FY 2017	Revised FY 2017	FY 2018	Submitted FY 2017	Revised FY 2017	FY 2018	Difference	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	414	338	360	181	185	183	-2	75	81	81	0
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	414	338	360	181	185	183	-2	75	81	81	0

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

After entering data, please review and confirm your entries and totals. Some HMIS reports may not list the project types in exactly the same order as they are displayed below.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)		Returns to Homelessness in Less than 6 Months			Returns to Homelessness from 6 to 12 Months			Returns to Homelessness from 13 to 24 Months			Number of Returns in 2 Years	
	Revised FY 2017	FY 2018	Revised FY 2017	FY 2018	% of Returns	Revised FY 2017	FY 2018	% of Returns	Revised FY 2017	FY 2018	% of Returns	FY 2018	% of Returns
Exit was from SO	0	1	0	0	0%	0	0	0%	0	0	0%	0	0%
Exit was from ES	85	97	9	3	3%	0	4	4%	0	3	3%	10	10%
Exit was from TH	0	0	0	0		0	0		0	0		0	
Exit was from SH	0	0	0	0		0	0		0	0		0	
Exit was from PH	4	50	0	0	0%	0	0	0%	0	1	2%	1	2%
TOTAL Returns to Homelessness	89	148	9	3	2%	0	4	3%	0	4	3%	11	7%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

	January 2017 PIT Count	January 2018 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	168	168	0
Emergency Shelter Total	93	101	8
Safe Haven Total	0	0	0
Transitional Housing Total	22	24	2
Total Sheltered Count	115	125	10
Unsheltered Count	53	43	-10

Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Unduplicated Total sheltered homeless persons	419	382	403	21
Emergency Shelter Total	419	382	403	21
Safe Haven Total	0	0	0	0
Transitional Housing Total	0	0	0	0

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	44	42	43	1
Number of adults with increased earned income	5	5	4	-1
Percentage of adults who increased earned income	11%	12%	9%	-3%

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

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	44	42	43	1
Number of adults with increased non-employment cash income	29	30	24	-6
Percentage of adults who increased non-employment cash income	66%	71%	56%	-15%

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

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	44	42	43	1
Number of adults with increased total income	29	30	26	-4
Percentage of adults who increased total income	66%	71%	60%	-11%

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	4	4	3	-1
Number of adults who exited with increased earned income	1	1	0	-1
Percentage of adults who increased earned income	25%	25%	0%	-25%

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

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	4	4	3	-1
Number of adults who exited with increased non-employment cash income	2	2	3	1
Percentage of adults who increased non-employment cash income	50%	50%	100%	50%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	4	4	3	-1
Number of adults who exited with increased total income	3	3	3	0
Percentage of adults who increased total income	75%	75%	100%	25%

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	336	290	326	36
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	28	25	21	-4
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	308	265	305	40

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

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	619	365	408	43
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	100	42	27	-15
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	519	323	381	58

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

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

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

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Persons who exit Street Outreach	12	18	38	20
Of persons above, those who exited to temporary & some institutional destinations	3	4	13	9
Of the persons above, those who exited to permanent housing destinations	5	7	13	6
% Successful exits	67%	61%	68%	7%

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

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	539	288	327	39
Of the persons above, those who exited to permanent housing destinations	319	152	153	1
% Successful exits	59%	53%	47%	-6%

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

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Persons in all PH projects except PH-RRH	141	142	143	1
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	139	140	142	2
% Successful exits/retention	99%	99%	99%	0%

2019 HDX Competition Report

FY2018 - SysPM Data Quality

MD-504 - Howard County CoC

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

Your bed coverage data has been imported from the HIC module. The remainder of the data quality points should be pulled from data quality reports made available by your vendor according to the specifications provided in the HMIS Standard Reporting Terminology Glossary. You may need to run multiple reports 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.

2019 HDX Competition Report FY2018 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018
1. Number of non-DV Beds on HIC	64	64	63	65	34	7			90	98	105	113								
2. Number of HMIS Beds	64	54	63	65	34	4			76	98	103	111								
3. HMIS Participation Rate from HIC (%)	100.00	84.38	100.00	100.00	100.00	57.14			84.44	100.00	98.10	98.23								
4. Unduplicated Persons Served (HMIS)	237	360	391	459	5	4	0	0	74	114	152	150	0	346	69	117	0	0	3	9
5. Total Leavers (HMIS)	176	283	320	343	0	4	0	0	0	9	7	7	0	173	36	53	0	0	1	8
6. Destination of Don't Know, Refused, or Missing (HMIS)	22	44	41	39	0	0	0	0	0	3	0	1	0	6	0	0	0	0	0	0
7. Destination Error Rate (%)	12.50	15.55	12.81	11.37		0.00				33.33	0.00	14.29		3.47	0.00	0.00			0.00	0.00

2019 HDX Competition Report

Submission and Count Dates for MD-504 - Howard County CoC

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2019 PIT Count	1/24/2019	

Report Submission Date in HDX

	Submitted On	Met Deadline
2019 PIT Count Submittal Date	4/29/2019	Yes
2019 HIC Count Submittal Date	4/29/2019	Yes
2018 System PM Submittal Date	5/23/2019	Yes

CHAPTER 6 - ESTABLISHING PREFERENCES & WAITING LIST MAINTENANCE

[24 CFR Part 5, Subpart D; 982.54(d)(1); 982.204, 982.205, 982.206]

INTRODUCTION

It is a HUD requirement and the PHA's objective to ensure that families are placed on and selected from the waiting list for admissions in proper order and thus in accordance with the policies in this Administrative Plan. The maintenance of a viable waiting list ensures that an adequate pool of qualified applicants will be available to utilize program funds in a timely manner. Proper waiting list management is a SEMAP requirement.

HCHC operates a single waiting list for the Housing Choice Voucher Program. The tenant-based waiting list includes local preferences and priorities that the HCHC has adopted to meet local housing needs. With very few exceptions selection from the waiting list and subsequent admission is made in accordance with the process described in this plan

It is important to clarify the following when the HCHC manages a waiting list using preferences:

- HCHC uses a preference system to rank applications on and to select applications from the waiting list.
- Preferences are local criteria approved by the PHA on, giving certain populations priority placement on the waiting list. Preferences are subject to change. This change does not disqualify an application, but will change waiting list placement.
- Applicants are selected from the waiting list based on preference ranking; however a lower ranked applicant may be approved for admission prior to a higher ranked applicant if the higher ranked applicant has not completed the eligibility process.

A. WAITING LIST [24 CFR 982.204]

The HCHC uses a single waiting list for admissions to the Housing Choice Voucher Program. Except for Special Admissions, applicants will be selected from the waiting list in accordance with policies and preferences and income targeting requirements defined in this Administrative Plan. The PHA maintains information that permits proper selection from the waiting list.

The waiting list contains the following information for each applicant listed:

- Applicant Name
- Family Size
- Date and time of application
- Preference claim
- Racial or ethnic designation of the head of household
- Family gross annual income

B. PREFERENCES & SELECTION [24 CFR 982.207]

The HCHC's method for selecting applicants from a preference category leaves a clear audit trail that can be used to verify that each applicant has been selected in accordance with the method specified in the administrative plan.

C. LOCAL PREFERENCES [24 CFR 5.410]

Local preferences will be used to organize and select applicants from the waiting list. Each local preference will be organized by application date and time.

HUD Notice 98-64 eliminates the public notice and comment requirement when changing a preference system. HCHC must notify all applicants about the preference change, giving the applicants the opportunity to qualify for new preferences.

An applicant will not be granted any local preference if any member of the family has been evicted from housing assisted under a 1937 Housing Act program during the past three years because of drug-related criminal activity or felonious charged criminal activity.

The HCHC will grant an exception to such a family if:

- The responsible member has successfully completed a rehabilitation program.
- The evicted person clearly did not participate in or know about the drug-related activity.
- The evicted person no longer participates in any drug related criminal activity.

If an applicant makes a false statement in order to qualify for a local preference, the HCHC will deny the local preference and remove the application from the waiting list.

- The HCHC uses the following Local Preference system: Residency
- Emergency (when subsidy is available):
 - Involuntary displacement
 - Substandard Housing
 - Long Term Homelessness

Residency Preference

Applicants who live, work or have a bona fide offer to work in Howard County on the date of notice that they have reached the top of the waiting list will receive a preference over non-residents.

Acceptable verification of proof of income includes:

A Lease and Utility Bill (the Commission will require additional proof of residency for renting a room, or a portion of the house not recognized as a separate address by the U.S. Postal Service or real property records)

Other acceptable proof of address includes a combination of at least 3 of the following (dated prior to notification that family reached the top of the waiting list):

- Social Service Agency Records
- Social Security or Other Government Agency Records
- School Registration Records for minor children
- Banking Records
- Credit Card Records
- Medical Records
- Car Insurance Records

Pay Stubs
Telephone Records

Emergency

Issuance of assistance based on the Emergency preference is contingent upon the availability of funding.

The HCHC will continue to accept applications from families requiring “Emergency” Placement during periods when the waiting list is closed, unless these families are specifically excluded from applying in the notice of Waiting List Closure.

Involuntary displacement is defined as follows:

- An otherwise eligible family, who resides in Howard County, displaced by a no fault fire or flood or other natural disaster when, replacement housing has not been offered by the landlord at a comparable rate, or if the damaged unit is not proposed to be restored to use and replacement housing cannot reasonably be located at or near the pre-disaster housing cost. If the applicant or family is found to have caused the fire or flood, HCHC will deny assistance.
- An otherwise eligible family, who was a resident of a Howard County public housing unit or Howard County voucher holder in a federally declared disaster area at the time that the area was so designated, shall receive a priority on the waiting list for a period up to six months from the date of designation. HCHC reserves the right to limit the number of families assisted under this provision in order to protect the interests of County residents currently waiting to be assisted.
- An otherwise eligible family, who resides in Howard County, displaced by eminent domain proceedings, by any Federal, State, or local governmental body in conjunction with public improvement or development. This does not include any action taken in connection with code enforcement.
- An otherwise eligible family, who resides in Howard County, displaced by an action which is the result of a decision by the courts, requiring the landlord to take certain actions when; 1) it is not possible for the landlord to correct the deficiency with the family in place, and 2) the landlord is not under any obligation to provide alternative housing.
- An otherwise eligible family, who resides in Howard County, displaced by lead paint poisoning confirmed by a knowledgeable medical entity or professional or the court requires the landlord to take abatement action and; 1) it is not possible for the landlord to correct the deficiency with the family in place, and 2) the landlord is not under any obligation to provide alternative housing.
- An otherwise eligible family, who resides in Howard County, displaced by the sale, demolition or discontinuance of a residential property which results in the loss of a housing unit which was previously affordable to a family of low or moderate income, where the HCHC has made a determination that the loss of such housing will create an undue hardship on the families being displaced.
- An otherwise eligible family, who resides in Howard County, displaced due to the threat of physical violence and is participating in a Witness Protection Program. The family must meet HCHC’s eligibility criteria regarding illegal drugs and violent criminal activity, and must currently live or work in Howard County. Families must agree to relocate outside of Howard County in order to qualify for this preference, unless they are approved by the

Commission due to special circumstances to remain in Howard County.

- An otherwise eligible family, who resides in Howard County, participating in a local, Federal or State funded demonstration program designated by HCHC as critical to the fair and equitable delivery of housing services to groups who are under represented on the waiting list.

Involuntarily Displaced applicants must also meet the following additional requirements:

- Have vacated or will vacate their unit within no more than six months from the date of certification or verification
- The Action by a housing owner is beyond an applicant's ability to control, and occurs despite the applicant having met all previous conditions of occupancy and is other than a rent increase.
- The owner is not an immediate family relative, there has been a previous rental agreement, and the applicant has not been part of the owner's household immediately prior to application.

Substandard Housing is defined as follows:

- An otherwise eligible family, residing in Howard County, pursuant to a recognized lease, occupancy agreement, deed, title, or other documentation acceptable to HCHC whose housing meets one of the following conditions, as verified by the Department of Inspections, License and Permits, the Department of Public Works, the Health Department, or an equivalent Federal, State, or local governmental body, and will not be corrected by the landlord:
 - Lacks an adequate or safe source of heat,
 - Does not have operable indoor plumbing, or
 - Does not have a usable, flushing toilet.
- An otherwise eligible family, who resides in Howard County, pursuant to a recognized lease, occupancy agreement, deed, title, or other documentation acceptable to HCHC, and the unit has been declared unfit by the Department of Inspections, License and Permits, Department of Public Works, the Health Department or an equivalent Federal, State, or local governmental body, for one or more of the following reasons:
 - Unsafe levels of lead paint, when there is a child below the age of seven;
 - Unsafe levels of asbestos; or
 - The presence of a chemical agent which has been medically documented as harmful to a member of the household.

Substandard Housing is dilapidated (does not provide safe, adequate shelter; has one or more critical defects or a combination of defects requiring considerable repair; endangers the health, safety, and well being of family) if the following exists:

- Does not have operable indoor plumbing;
- Does not have usable flush toilet in the unit for the exclusive use of the family;
- Does not have usable bathtub or shower in unit for exclusive family use;
- Does not have adequate, safe electrical service;
- Does not have an adequate, safe source of heat;

- Should, but does not have a kitchen; or
Has been declared unfit for habitation by a government agency;

Long Term Homelessness:

An otherwise eligible family who for the past 90 days:

- Had a primary night-time residence that was a(n):
 - Supervised public or private operated shelter designated to provide temporary living accommodations,
 - Institution that provides temporary residence for individuals intended to be institutionalized (not incarcerated, i.e. jails and prisons),
 - Public or private place not designated or normally used as regular sleeping place for humans that can be confirmed by the Police or a county Homeless Agency.

This priority for service is limited to a maximum of 15 vouchers during any calendar year, when funding is available and not awarded for a special purpose.

HCHC will use date & time of application as the initial criteria for selecting the 15 homeless families from the waiting list. If all 15 slots are not filled due to a lack of homeless families currently on the waiting list the order of service will be determined based on the ranking criteria established by the county’s “Coordinated System”. The Housing Commission will review the Coordinated Systems’ criteria on an annual basis to ensure that it is consistent with Fair Housing Law and does not provide an unfair advantage to any particular group.

D. INITIAL DETERMINATION OF LOCAL PREFERENCE QUALIFICATION

[24 CFR 5.415]

An applicant's certification that they qualify for a preference will be accepted without verification at the time that the application is submitted for waiting list placement. When the family is selected from the waiting list for the final eligibility determination the claim of a preference will be verified.

If the verification process indicates that an applicant does not qualify for a local preference, the applicant will be returned to the waiting list, but will be given an opportunity for an Informal Review.

If the verification process indicates that an applicant does not qualify for the local preference and the preference claim was the only reason for placement on the waiting list, the family will be removed from the waiting list.

While on the waiting list the applicant’s situation may change and affect the family’s entitlement to a preference. Applicants are required to notify HCHC in writing of all changes that impact the claim of a preference.

While on the waiting list an applicant may claim an additional preference. The application will be repositioned on the waiting list according to preference ranking and application date and time, except in such cases where the waiting list was only open to families claiming a particular preference. In this case the applicant must prove that they qualify for the first preference before claiming another.



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From: [Hippert, Michelle L](#)
To: [Eisenreich, Kimberly A.](#); [Elizabeth Meadows](#); "[Nkechi Animashaun \(Nanimashaun@howardcountymd.gov\)](#)"; [Criner, Tifnie L.](#); [Burton, Rose](#)
Cc: [Corcoran, Jennifer](#); [Benjamin, Keisha](#); [Van Oeveren, Elizabeth](#); [Baumgartner, Colleen](#)
Subject: FINAL Rating and Ranking of 2019 CoC Projects
Date: Thursday, August 29, 2019 5:03:00 PM

Good afternoon,

Based on our review of the COC project applications for the 2019 NOFA, including the Scores from the Rating and Ranking Tool, the following are the scores and placement on the final Priority Listing for the submission for Tier 1 and Tier 2. Both HopeWorks and Humanim, Inc. have been electronically notified outside of e-snaps of their projects' acceptance in the competition, and their ranking. This will also be sent to the Coalition.

Name	Amount	Score	Ranking	Tier 1	Tier 2
Shelter Plus Care (S+C)	\$ 176,838	100	1	\$176,838	
McKinney I	\$ 340,261	100	2	\$340,261	
McKinney III	\$ 234,975	100	3	\$234,975	
Project Revive	\$ 51,048	98	4	\$51,048	
Project Stability	\$ 104,088	92	5	\$94,016.4	
					\$9,071.60
Rapid Rehousing I – FFY19	\$ 45,361	72	6		\$45,361
DV Bonus – RRH	\$ 50,000	NA	7		\$50,000

Please let me know if you have any questions & thank you!

Michelle

Michelle L. Hippert, MCP, CoC Manager
Continuum of Care (CoC) Program
Office of Community Partnerships
9830 Patuxent Woods Drive
Columbia, MD 21046
410-313-5971 (direct)
410-313-6424 (fax)
howardcountymd.gov/communityresources

From: [Hippert, Michelle L](#)
To: [Karen Booth - Humanim, Inc. \(kbooth@humanim.com\)](#); ["Jesse Guercio \(jguercio@humanim.com\)"; "Josh Bombino"; Denise Coil \(dcoil@humanim.com\)](#)
Cc: [Burton, Rose](#); [Baumgartner, Colleen](#)
Subject: Humanim CoC Project Application Submissions - STATUS
Date: Thursday, August 29, 2019 4:54:00 PM
Importance: High

Good afternoon,

This email is to inform you that the following projects has been accepted in e-snaps for the 2019 Howard County CoC submission to HUD. All of your submitted projects have been accepted. Their respective ranking is also noted.

Name	Amount	Score	Ranking	Tier 1	Tier 2
Shelter Plus Care (S+C)	\$ 176,838	100	1	\$176,838	
McKinney I	\$ 340,261	100	2	\$340,261	
McKinney III	\$ 234,975	100	3	\$234,975	
Project Revive	\$ 51,048	98	4	\$51,048	
Project Stability	\$ 104,088	92	5	\$94,016.4	
					\$9,071.60
BONUS	\$ 45,361	72	6		\$45,361

Please let me know if you have any questions & thank you for your commitment to ending homelessness in Howard County.

Best,
Michelle

Michelle L. Hippert, MCP, CoC Manager
 Continuum of Care (CoC) Program
 Office of Community Partnerships
 9830 Patuxent Woods Drive
 Columbia, MD 21046
 410-313-5971 (direct)
 410-313-6424 (fax)
howardcountymd.gov/communityresources

From: [Hippert, Michelle L](#)
To: [Jennifer Pollitt Hill \(jpollitthill@wearehopeworks.org\)](mailto:jpollitthill@wearehopeworks.org); [Con Manning - HopeWorks of Howard County \(cmanning@wearehopeworks.org\)](#)
Cc: [Burton, Rose](#); [Baumgartner, Colleen](#)
Subject: Domestic Violence FFY 19 - STATUS
Date: Thursday, August 29, 2019 4:23:00 PM

Good afternoon,

This email is to inform you that your Domestic Violence FFY19 project has been accepted in e-snaps for the 2019 Howard County CoC submission to HUD. It will be ranked #7 as the "DV Bonus" opportunity.

Please let me know if you have any questions & thank you for your commitment to ending homelessness in Howard County.

Best,
Michelle

Michelle L. Hippert, MCP, CoC Manager
Continuum of Care (CoC) Program
Office of Community Partnerships
9830 Patuxent Woods Drive
Columbia, MD 21046
410-313-5971 (direct)
410-313-6424 (fax)
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Calvin Ball, County Executive

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> [Coalition to End Homelessness - Continuum of Care](#)

Departments

2019 Continuum of Care Application – Draft Available for Input

2019 Continuum of Care Application – Draft Available for Input

Please find two items that are open for comment/review: the 2019 Consolidated Application NOFA Response *draft*, and the 2019 Priority Listing (Project Application rankings) *draft*. The chart below lists the Project Applications that will be submitted in the 2019 NOFA. The chart includes the Scores from the Rating and Ranking Tool, and placement ranking in the Priority Listing for Tier 1 and Tier 2. Both HopeWorks and Humanim, Inc. have been electronically notified outside of e-snaps of their projects' acceptance in the competition, and their ranking.

Any comments, questions, input, edits, please send them to Michelle L. Hippert in email (mhippert@howardcountymd.gov) by **Tuesday, September 9, 2019**, Close of Business.



Agency	Name	Amount	Score	Ranking	Tier 1	Tier 2	
Humanim, Inc.	Shelter Plus Care (S+C)	\$ 176,838	100	1	\$176,838		
	McKinney I	\$ 340,261	100	2	\$340,261		
	McKinney III	\$ 234,975	100	3	\$234,975		
	Project Revive	\$ 51,048	98	4	\$51,048		
	Project Stability		\$ 104,088	92	5	\$94,016.4	
						\$9,071.60	
Rapid Rehousing I – FFY19	\$ 45,361	72	6		\$45,361		
HopeWorks of Howard County, Inc.	DV Bonus – RRH	\$ 50,000	NA	7		\$50,000	

Consolidated Application Draft 2019

Priority Listing Draft 2019

Project Application - Deadline August 27, 2019

Project Review, Score, and Ranking Procedures, Including Reallocation

For agencies who have been invited to apply for the CoC-2019 Project Applications, based on submitted letter of interests which were due on **Tuesday, July 30, 2019**, all final applications are due in e-snaps by **Tuesday, August 27, 2019, 5:00 PM**. The Rating and Ranking Committee (RNR) of the Continuum of Care Board follows the evaluation guidelines as described in the Howard County Government, Continuum of Care Policies & Procedures, effective August 2019. Page 28 through 31 outlines the process the RNR utilizes to review, rank, reject or reallocate both renewal and any new projects, including any available BONUS.

CoC Governance Policies and Procedures

In order to review outcomes based on criterion (listed on pages 29 to 30), a Project Rating and Ranking Tool is used that reviews the most recent Annual Performance Report (APR) data (directly from HMIS, as reported to HUD). All project applications will be: scored, ranked based on score, accepted/rejected/ reallocated, then placed into one of the two tiers, as determined by HUD. Below is a copy of the most recently updated Project Rating and Ranking Tool (updated based on data elements reported in APRs, and most recently updated by HUD), including the highest possible points available for each section.

[Rating and Ranking Tool – 2019](#)

Project Application Letter of Interest - Deadline July 30, 2019

Howard County Office of Community Partnerships is seeking Subrecipient Applicants for the Federal Fiscal Year (FFY) 2019 Continuum of Care (CoC) Program for Permanent Supportive Housing Projects for individuals and families experiencing homelessness. All applicants for renewal and new projects are required to submit applications. There is a separate application for each renewal/new project, and it will be forwarded to agencies that express interest in applying.

Funding for new projects (created through Bonus, Reallocation, or Expansion) will be based on information prescribed by the U.S. Department of Housing and Urban Development (HUD) Notice of Funding Availability (NOFA) for FFY 2019. Projects created through the Bonus opportunity will be made available as HUD updates geographic funding levels. All data in renewal applications must be directly from HMIS/Service Point.

For RENEWAL projects and any NEW projects created through reallocation, bonus or expansion, **needed to submit a letter of interest to apply by Tuesday, July 30, 2019 by 2:00 PM.**

Available programs for Renewal are:

McKinney I: \$340,261

McKinney III: \$234,975

Project Revive: \$51,048

Project Stability: \$104,088

(Project Stability consolidated last year's Gateway Home and Project Stability)

COC/Shelter Plus Care: \$176,838

Bonus Project to serve victims of domestic violence: \$50,000

Bonus Project to create additional permanent housing for chronically homeless individuals and families: up to \$45,360, depending on updates in fair market rents.

It is highly recommended to refer to the HUD-issued guidance as agencies prepare and apply for 2019 CoC funds. See link below.

<https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices>

For more information please contact :

Michelle L. Hippert, CoC Manager

Continuum of Care (CoC) Program

Office of Community Partnerships

410-313-5971 (voice/relay) or mhippert@howardcountymd.gov

Federal Funding for Emergency Food and Shelter Program

Howard County anticipates receiving \$39,074 to support emergency food and shelter programs in Howard County.

EFSP funds are distributed by a National Board that is chaired by the U. S. Department of Homeland Security's Federal Emergency Management Agency and consists of representatives from the American Red Cross, Catholic Charities, USA, National Council of the Churches of Christ in the USA, The Jewish Federations of North America, The Salvation Army, and United Way Worldwide. Local Boards are charged to distribute funds appropriated by Congress to help expand the capacity of food and shelter programs in high-need areas around the country. The Howard County Local Board is made up of representatives of public and private nonprofit agencies which reflect the composition of the National Board, as well as private citizens. The Local Board will determine how the funds awarded to Howard County are to be distributed among the emergency food and shelter programs run by local service agencies in the area. The Local Board is responsible for recommending agencies to receive these funds and any additional funds made available under this Phase of the program.

Under the terms of the grant from the National Board, local agencies chosen to receive funds must: 1) be private voluntary non-profits or units of government, 2) be eligible to receive Federal funds, 3) have an accounting system, 4) practice non-discrimination, 5) have demonstrated the capability to deliver emergency food and/or shelter programs, and 6) if they are a private voluntary organization, have a voluntary board. Qualifying agencies are urged to apply.

Howard County has previously distributed EFSP funds to the Community Action Council, Grassroots Crisis Intervention Center, Inc., HopeWorks of Howard County, Meals on Wheels and Salvation Army.

Public or private voluntary agencies interested in applying for EFSP PHASE 36 funds must contact Rose Burton, Administrator – Office of Community Partnerships, Howard County Department of Community Resources and Services, rburton@howardcountymd.gov, 410-313-5958 for an application. The deadline for applications to be received is Monday, July 19, 2019 by 3:00 p.m.

Coalition to End Homelessness - Continuum of Care (CoC)

Coalition to End Homelessness - Continuum of Care (CoC)

In 1995, HUD began requiring communities to submit one application for McKinney-Vento Homeless Assistance Grants. This streamlined the application process, and encouraged the coordination of housing and support services for agencies providing direct homeless services, and placed emphasis on the development of local CoCs. The CoC is defined as “the local

planning body that coordinates housing and support services funding for homeless families and individuals." In 2009, President Obama introduced the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009. This Act amended and reauthorized the McKinney-Vento Homelessness Assistance Act with substantial changes. In August 2012, HUD issued the Interim Rule which provided regulations for how the HEARTH Act of 2009 would be managed and administered.

The Purpose and Activities of the CoC are to:

- Promote community-wide goals to end homelessness;
- Provide funding to quickly rehouse homeless persons;
- Promote access to mainstream resources; and
- Improve self-sufficiency among people experiencing homelessness.

The CoC's Primary Responsibilities are:

- Operating the CoC
- Designating and Operating an Homeless Management Information System (HMIS)
- CoC Planning

The Program Components of the CoC Competitive Grant Program are:

- Permanent Housing (Permanent Supportive Housing and Rapid Rehousing)
- Transitional Housing
- Support Services Only (SSO)
- Homeless Management and Information System (HMIS)

Coalition to End Homelessness - Continuum of Care (CoC) Board & Governance

Coalition to End Homelessness

Below is the link to become a Participating Member of the Howard County Coalition to End Homelessness. Page six of the Governance Charter, outlines Coalition General Membership (Agency or Individual), page seven outlines that membership application is sufficient for joining and the responsibilities of all members. Please complete this form if you are interested in becoming a Howard County Coalition to End Homelessness member.

Participation Agreement Form: <https://forms.gle/KSTBZ8sBabnScwDS8>

Coalition to End Homelessness Governance Charter

If you have questions related to the Coalition to End Homelessness or the Continuum of Care program, contact: Michelle L. Hippert, MCP, CoC Manager at 410-313-5971 (voice/relay) or email mhippert@howardcountymd.gov.

Mailing Address:

Michelle L. Hippert, MCP, CoC Manager

Coalition to End Homelessness - Continuum of Care Program

Office of Community Partnerships
 Howard County Department of Community Resources and Services
 9830 Patuxent Woods Drive, Columbia, MD 21046

**If you are experiencing homelessness or an immediate housing crisis, please contact
 Grassroots Crisis Intervention 24 HOUR CRISIS HOTLINE: 410-531-6677 (voice/relay).**

<u>Continuum of Care (CoC) Projects</u>	<u>State Dept. of Housing and Community Dev.</u>
	<u>Housing For All</u>
<u>Final CoC FY2017 Project Awards</u>	<u>Continuum of Care (CoC) Board Minutes</u>

2017 CoC Projects	Request	Award	Units
Project Revive	\$ 44,568.00	\$ 41,880.00	2
Shelter Plus Care	\$ 151,158.00	\$ 140,826.00	9
McKinney III	\$ 229,995.00	\$ 229,179.00	13
McKinney I	\$ 291,060.96	\$ 270,997.00	18
Project Stability	\$ 45,752.00	\$ 42,876.00	2
Gateway Home	\$ 45,752.00	\$ 42,876.00	2
Total	\$ 808,285.96	\$ 768,634.00	46

Previous Submissions

- [FY17 Collaborative Application - MD-504 Draft for Input](#)
- [Priority Listing - For Public Input 2017](#)
- **Project Applications:**
 1. [Project Revive](#)
 2. [Shelter Plus Care](#)

- 3. [McKinney III](#)
- 4. [McKinney I](#)
- 5. [Project Stability](#)
- 6. [Gateway Home](#)

Howard County, Maryland

George Howard Building
3430 Court House Drive
Ellicott City, MD 21043
ask@howardcountymd.gov

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No Project Applications submitted in the FY2019 Competition were rejected or reduced. All Projects were accepted. The following documentation is evidence that each Subrecipient who submitted a request for funding was informed outside of e-snaps of their acceptance, and the ranking in the Priority Listing. These notifications were made at least 30 days before the application deadline.

From: [Hippert, Michelle L](#)
To: [Eisenreich, Kimberly A.](#); [Elizabeth Meadows](#); "[Nkechi Animashaun \(Nanimashaun@howardcountymd.gov\)](#)";
[Criner, Tifnie L.](#); [Burton, Rose](#)
Cc: [Corcoran, Jennifer](#); [Benjamin, Keisha](#); [Van Oeveren, Elizabeth](#); [Baumgartner, Colleen](#)
Subject: FINAL Rating and Ranking of 2019 CoC Projects
Date: Thursday, August 29, 2019 5:03:00 PM

Good afternoon,

Based on our review of the COC project applications for the 2019 NOFA, including the Scores from the Rating and Ranking Tool, the following are the scores and placement on the final Priority Listing for the submission for Tier 1 and Tier 2. Both HopeWorks and Humanim, Inc. have been electronically notified outside of e-snaps of their projects' acceptance in the competition, and their ranking. This will also be sent to the Coalition.

Name	Amount	Score	Ranking	Tier 1	Tier 2
Shelter Plus Care (S+C)	\$ 176,838	100	1	\$176,838	
McKinney I	\$ 340,261	100	2	\$340,261	
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					\$9,071.60
Rapid Rehousing I – FFY19	\$ 45,361	72	6		\$45,361
DV Bonus – RRH	\$ 50,000	NA	7		\$50,000

Please let me know if you have any questions & thank you!

Michelle

Michelle L. Hippert, MCP, CoC Manager
 Continuum of Care (CoC) Program
 Office of Community Partnerships
 9830 Patuxent Woods Drive
 Columbia, MD 21046
 410-313-5971 (direct)
 410-313-6424 (fax)
howardcountymd.gov/communityresources

From: [Hippert, Michelle L](#)
To: [Karen Booth - Humanim, Inc. \(kbooth@humanim.com\)](#); ["Jesse Guercio \(jguercio@humanim.com\)"; "Josh Bombino"; Denise Coil \(dcoil@humanim.com\)](#)
Cc: [Burton, Rose](#); [Baumgartner, Colleen](#)
Subject: Humanim CoC Project Application Submissions - STATUS
Date: Thursday, August 29, 2019 4:54:00 PM
Importance: High

Good afternoon,

This email is to inform you that the following projects has been accepted in e-snaps for the 2019 Howard County CoC submission to HUD. All of your submitted projects have been accepted. Their respective ranking is also noted.

Name	Amount	Score	Ranking	Tier 1	Tier 2
Shelter Plus Care (S+C)	\$ 176,838	100	1	\$176,838	
McKinney I	\$ 340,261	100	2	\$340,261	
McKinney III	\$ 234,975	100	3	\$234,975	
Project Revive	\$ 51,048	98	4	\$51,048	
Project Stability	\$ 104,088	92	5	\$94,016.4	
					\$9,071.60
BONUS	\$ 45,361	72	6		\$45,361

Please let me know if you have any questions & thank you for your commitment to ending homelessness in Howard County.

Best,
Michelle

Michelle L. Hippert, MCP, CoC Manager
 Continuum of Care (CoC) Program
 Office of Community Partnerships
 9830 Patuxent Woods Drive
 Columbia, MD 21046
 410-313-5971 (direct)
 410-313-6424 (fax)
howardcountymd.gov/communityresources

From: [Hippert, Michelle L](#)
To: [Jennifer Pollitt Hill \(jpollitthill@wearehopeworks.org\)](mailto:jpollitthill@wearehopeworks.org); [Con Manning - HopeWorks of Howard County \(cmanning@wearehopeworks.org\)](#)
Cc: [Burton, Rose](#); [Baumgartner, Colleen](#)
Subject: Domestic Violence FFY 19 - STATUS
Date: Thursday, August 29, 2019 4:23:00 PM

Good afternoon,

This email is to inform you that your Domestic Violence FFY19 project has been accepted in e-snaps for the 2019 Howard County CoC submission to HUD. It will be ranked #7 as the "DV Bonus" opportunity.

Please let me know if you have any questions & thank you for your commitment to ending homelessness in Howard County.

Best,
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> [Coalition to End Homelessness - Continuum of Care](#)

Departments

2019 Continuum of Care Application – Draft Available for Input

2019 Continuum of Care Application – Draft Available for Input

Please find two items that are open for comment/review: the 2019 Consolidated Application NOFA Response *draft*, and the 2019 Priority Listing (Project Application rankings) *draft*. The chart below lists the Project Applications that will be submitted in the 2019 NOFA. The chart includes the Scores from the Rating and Ranking Tool, and placement ranking in the Priority Listing for Tier 1 and Tier 2. Both HopeWorks and Humanim, Inc. have been electronically notified outside of e-snaps of their projects' acceptance in the competition, and their ranking.

Any comments, questions, input, edits, please send them to Michelle L. Hippert in email (mhippert@howardcountymd.gov) by **Tuesday, September 9, 2019**, Close of Business.



Agency	Name	Amount	Score	Ranking	Tier 1	Tier 2
Humanim, Inc.	Shelter Plus Care (S+C)	\$ 176,838	100	1	\$176,838	
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						\$9,071.60
Rapid Rehousing I – FFY19	\$ 45,361	72	6		\$45,361	
HopeWorks of Howard County, Inc.	DV Bonus – RRH	\$ 50,000	NA	7		\$50,000

Consolidated Application Draft 2019

Priority Listing Draft 2019

Project Application - Deadline August 27, 2019

Project Review, Score, and Ranking Procedures, Including Reallocation

For agencies who have been invited to apply for the CoC-2019 Project Applications, based on submitted letter of interests which were due on **Tuesday, July 30, 2019**, all final applications are due in e-snaps by **Tuesday, August 27, 2019, 5:00 PM**. The Rating and Ranking Committee (RNR) of the Continuum of Care Board follows the evaluation guidelines as described in the Howard County Government, Continuum of Care Policies & Procedures, effective August 2019. Page 28 through 31 outlines the process the RNR utilizes to review, rank, reject or reallocate both renewal and any new projects, including any available BONUS.

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[Rating and Ranking Tool – 2019](#)

Project Application Letter of Interest - Deadline July 30, 2019

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For more information please contact :

Michelle L. Hippert, CoC Manager

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Office of Community Partnerships

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Coalition to End Homelessness - Continuum of Care (CoC)

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planning body that coordinates housing and support services funding for homeless families and individuals." In 2009, President Obama introduced the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009. This Act amended and reauthorized the McKinney-Vento Homelessness Assistance Act with substantial changes. In August 2012, HUD issued the Interim Rule which provided regulations for how the HEARTH Act of 2009 would be managed and administered.

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Coalition to End Homelessness - Continuum of Care (CoC) Board & Governance

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Mailing Address:

Michelle L. Hippert, MCP, CoC Manager

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Office of Community Partnerships
 Howard County Department of Community Resources and Services
 9830 Patuxent Woods Drive, Columbia, MD 21046

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<u>Continuum of Care (CoC) Projects</u>	<u>State Dept. of Housing and Community Dev.</u>
	<u>Housing For All</u>
<u>Final CoC FY2017 Project Awards</u>	<u>Continuum of Care (CoC) Board Minutes</u>

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 1. Project Revive
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Howard County, Maryland

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Hippert, Michelle L

From: Baumgartner, Cara
Sent: Tuesday, July 23, 2019 12:40 PM
To: Hippert, Michelle L
Subject: U.S. Department of Housing and Urban Development (HUD) Notice of Funding Availability (NOFA) for FFY 2019

On behalf of Michelle Hippert:

Good Afternoon,

Howard County Office of Community Partnerships is seeking Subrecipient Applicants for the Federal Fiscal Year (FFY) 2019 Continuum of Care (CoC) Program for Permanent Supportive Housing Projects for individuals and families experiencing homelessness. All applicants for renewal and new projects are required to submit applications. There is a separate application for each renewal/new project, and it will be forwarded to agencies that express interest in applying.

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More information will be disseminated as it becomes available from HUD.

Please contact me with any questions.

Thanks for your work to reduce and end homelessness in Howard County!

Michelle L. Hippert, MCP, CoC Manager

Continuum of Care (CoC) Program

Office of Community Partnerships

9830 Patuxent Woods Drive

Columbia, MD 21046

410-313-5971 (direct)

mhippert@howardcountymd.gov

Cara Baumgartner

Administrative Assistant

Office of Community Partnerships

9830 Patuxent Woods Drive

Columbia, MD 21046

410-313-6411

410-313-6424 (fax)

The Department of Community Resources and Services provides vital human services through its offices of ADA Coordination, Aging and Independence, Children and Families, Community Partnerships, Consumer Protection, Human Trafficking Prevention, Local Childrens' Board, and Veterans and Military Families.

Howardcountymd.gov/communityresources



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Departments

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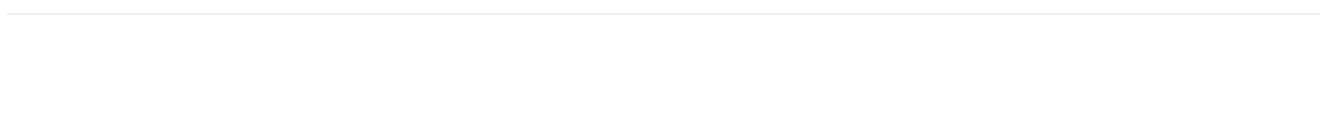
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Coalition to End Homelessness - Continuum of Care (CoC)

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In 1995, HUD began requiring communities to submit one application for McKinney-Vento Homeless Assistance Grants. This streamlined the application process, and encouraged the coordination of housing and support services for agencies providing direct homeless services, and placed emphasis on the development of local CoCs. The CoC is defined as “the local planning body that coordinates housing and support services funding for homeless families and individuals.” In 2009, President Obama introduced the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009. This Act amended and reauthorized the McKinney-Vento Homelessness Assistance Act with substantial changes. In August 2012, HUD issued the Interim Rule which provided regulations for how the HEARTH Act of 2009 would be managed and administered.

The Purpose and Activities of the CoC are to:

- Promote community-wide goals to end homelessness;
- Provide funding to quickly rehouse homeless persons;
- Promote access to mainstream resources; and
- Improve self-sufficiency among people experiencing homelessness.

The CoC’s Primary Responsibilities are:

- Operating the CoC
- Designating and Operating an Homeless Management Information System (HMIS)
- CoC Planning

The Program Components of the CoC Competitive Grant Program are:

- Permanent Housing (Permanent Supportive Housing and Rapid Rehousing)
- Transitional Housing
- Support Services Only (SSO)
- Homeless Management and Information System (HMIS)

Coalition to End Homelessness - Continuum of Care (CoC) Board & Governance

Coalition to End Homelessness

Below is the link to become a Participating Member of the Howard County Coalition to End Homelessness. Page six of the Governance Charter, outlines Coalition General Membership (Agency or Individual), page seven outlines that membership application is sufficient for joining and the responsibilities of all members. Please complete this form if you are interested in becoming a Howard County Coalition to End Homelessness member.

Participation Agreement Form: <https://forms.gle/KSTBZ8sBabnScwDS8>

Coalition to End Homelessness Governance Charter

If you have questions related to the Coalition to End Homelessness or the Continuum of Care program, contact: Michelle L. Hippert, MCP, CoC Manager at 410-313-5971 (voice/relay) or email mhippert@howardcountymd.gov.

Mailing Address:

Michelle L. Hippert, MCP, CoC Manager
Coalition to End Homelessness - Continuum of Care Program
Office of Community Partnerships
Howard County Department of Community Resources and Services
9830 Patuxent Woods Drive, Columbia, MD 21046

If you are experiencing homelessness or an immediate housing crisis, please contact Grassroots Crisis Intervention 24 HOUR CRISIS HOTLINE: 410-531-6677 (voice/relay).

Continuum of Care (CoC) ProjectsState Dept. of Housing and Community Dev.Housing For AllContinuum of Care (CoC) Library**Final CoC FY2017 Project Awards**

2017 CoC Projects	Request	Award	Units
Project Revive	\$ 44,568.00	\$ 41,880.00	2
Shelter Plus Care	\$ 151,158.00	\$ 140,826.00	9
McKinney III	\$ 229,995.00	\$ 229,179.00	13
McKinney I	\$ 291,060.96	\$ 270,997.00	18
Project Stability	\$ 45,752.00	\$ 42,876.00	2
Gateway Home	\$ 45,752.00	\$ 42,876.00	2
Total	\$ 808,285.96	\$ 768,634.00	46

Previous Submissions

- FY17 Collaborative Application - MD-504 Draft for Input
- Priority Listing - For Public Input 2017
- **Project Applications:**
 1. Project Revive
 2. Shelter Plus Care
 3. McKinney III
 4. McKinney I
 5. Project Stability
 6. Gateway Home

Howard County, Maryland

George Howard Building

3430 Court House Drive

Ellicott City, MD 21043

ask@howardcountymd.gov

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