

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 2018 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2018 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:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: MD-513 - Wicomico, Somerset, Worcester Counties CoC

1A-2. Collaborative Applicant Name: Somerset County Health Department

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Somerset County Health Department

1B. Continuum of Care (CoC) Engagement

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1B-1. CoC Meeting Participants. For the period from May 1, 2017 to April 30, 2018, using the list below, applicant must: (1) select organizations and persons that participate in CoC meetings; and (2) indicate whether the organizations and persons vote, including selecting CoC Board members.

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

Other:(limit 50 characters)		
Veteran Agencies - VA staff, SSVF agencies	Yes	Yes
Employment & Limited Proficiency Agencies, 211	Yes	Yes
Staff of U.S. Senators, Fair Housing Org, Library	Yes	Yes

**1B-1a. Applicants must describe the specific strategy the CoC uses to solicit and consider opinions from organizations and/or persons that have an interest in preventing or ending homelessness.
(limit 2,000 characters)**

The CoC has an open invitation for all community members and agencies who have an interest in preventing and ending homelessness posted on our website and supplemented by news releases. New members are encouraged to join established subcommittees, each with a specific performance measurement goal(s) to meet CoC objectives in preventing and reducing homelessness. At monthly CoC meetings, CoC members are asked for questions and comments and solicited for agenda topics. At the end of each meeting, there is time for agencies to share information. For many years, a yearly retreat is held which seeks opinions from CoC members on how best to address homelessness in our region. Each year, we select different topics for discussion. One year it is a focus group to determine the causes of homelessness and needed services and last year it was to educate new members on CoC activities, educate them on services available - prevention, rapid rehousing and SOAR and sought opinions on new approaches. As the CoC Application is being prepared by the HMIS system administrator, the draft is sent to the full CoC email group to solicit their opinion and input on the answers. At the last CoC meeting before the application is due, the answers to the CoC application are discussed in detail to solicit advice and opinion from all members. The application is then modified to reflect their input and guidance.

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 often the CoC solicits new members; and**
 - (4) any special outreach the CoC conducted to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join the CoC.**
- (limit 2,000 characters)**

(1) On a yearly basis, the CoC prepares a news release which is sent to all media partners to invite and solicit new members to participate in the CoC, giving them a person to contact and the regular meeting schedule. The CoC website has an open invite on the home page of the website, giving the contact person and meeting schedule which is always the second Thursday of every month to ensure continuity so that CoC members always know the date of the meeting. Before the NOFA CoC Application is submitted, an agenda item is also included to remind CoC members that the CoC is open to all who have an interest. (2) CoC members are reminded often that the CoC is always open to new members who have an interest in homelessness and often invite people

who they collaborate with helping homeless individuals and families. At most monthly meetings, there are new people who come to the meeting and they are welcome to address the group during the new business portion of the meeting. Often agencies will come to the meeting the first time and ask co-chairs if they can present information to the group and these requests are always accommodated and welcomed. (3) While we send a yearly news release to ensure we reach all people, we solicit new members on an ongoing basis. (4) The CoC Governance requires a homeless or formerly homeless individual participate and each ESG funded organization is required to have a homeless or formerly homeless individual on their board. These individuals are welcomed to all CoC meetings where their opinion is solicited as we address gaps in services and determine best practices to reach out to all homeless individuals.

1B-3.Public Notification for Proposals from Organizations Not Previously Funded. Applicants must describe how the CoC notified the public that it will accept and consider proposals from organizations that have not previously received CoC Program funding, even if the CoC is not applying for new projects in FY 2018, and the response must include the date(s) the CoC publicly announced it was open to proposals. (limit 2,000 characters)

(1)The CoC notified the CoC members through 2 emails which included the notice to solicit new projects from organizations that had not previously received CoC Program funding and requested a letter of interest so that adequate time is available to offer assistance. (2) While the CoC did not receive any new projects this year, if we had, we would use the HUD CoC Rating and Ranking Tool to determine if the project met HUD & CoC Threshold requirements. If they met the threshold, the project would be rated and ranked. If it did not meet the threshold, we would notify the agency within the timeline required in the NOFA. The CoC prepared two notices dated July 10, 2018 and modified on July 18, 2018 when CoC staff noticed an omission. These notices were sent to the CoC email list serv and also placed on the CoC website. In addition, requests for new organizations that had not previously received CoC Program funding was solicited at the July 12, 2018 CoC meeting. In the email, notice and at the CoC meeting, assistance in submitting a new project by offered by the HALS CoC Collaborative Agent – Somerset County Health Department for those agencies who were new to submission of a CoC funded proposal. In addition, the CoC lead agency conducted a meeting with the only DV provider in the CoC - Life Crisis to encourage them to request funding for the DV bonus project. During that meeting, the DV provider cited a number of reasons why they could not take on a new project this year. They are in the middle of expansion of the services provided by their hotline staff for 211, the recent approval of a DOJ grant that will provide rapid rehousing for DV victims, recent staff turnover and the changes they are implementing their comparable database to meet the State requirements for a new program - Homelessness Solutions Program which combines ESG and other State homeless funding into one Program.

1C. Continuum of Care (CoC) Coordination

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1C-1. CoCs Coordination, Planning, and Operation of Projects. Applicants must use the chart below to identify the federal, state, local, private, and other organizations that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness that are included in the CoCs coordination, planning, and operation of projects.

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	Yes
Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs	Yes
Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs	Yes
Housing and service programs funded through other Federal resources	Yes
Housing and services programs funded through State Government	Yes
Housing and services programs funded through Local Government	Yes
Housing and service programs funded through private entities, including foundations	Yes
Other:(limit 50 characters)	

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; and**
 - (2) participated in the evaluating and reporting performance of ESG Program recipients and subrecipients.**
- (limit 2,000 characters)**

(1) This is a year of transition for our CoC as 2 State agencies combined homeless funds, including ESG, to be managed by Maryland Department of Housing and Community Development to fund all as the Homelessness Solutions Program. These funds were previously provided and managed by

county governments were moved to the CoC for implementation, oversight and monitoring. As all ESG Program recipients were members of Governance Committee, they are involved in all planning and allocation decisions with these funds. As plans were being made to redistribute these increased funds, numerous meetings were held with all affected agencies and the CoC arranged for a representative from the State to come to inform ESG Program recipients directly about the new program and answer their questions. A key need was identified by the CoC and ESG for funding case management with these funds. (2) While in year's past, we reviewed and ranked ESG applications based on CoC evaluation tools, the changes instituted by the State and the quick turn-around for the new applications modified how we evaluated the projects. Rather than follow CoC based evaluation, we evaluated the applications based on the State's scoring criteria, informed all applicants of this change. All programs are required to enter data in HMIS which will be migrated quarterly into the State Homeless Data Warehouse and must meet data quality requirements to ensure continued funding. ESG applicants were kept informed that the CoC lead will now be required to conduct yearly monitoring of ESG programs activities and State directives for the monitoring activities were shared with all ESG sub-recipients. ESG applicants were told that the CoC would go back to the normal evaluation during the year after the expanded program was fully implemented. The ESG program sub-recipients will be fully informed of all proposed evaluations and performance requirements prior to the next round of ESG funding as we have always done in the past.

1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions. Did the CoC provide Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area? Yes to both

1C-2b. Providing Other Data to Consolidated Plan Jurisdictions. Did the CoC provide local homelessness information other than PIT and HIC data to the jurisdiction(s) Consolidated Plan(s)? Yes

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 the existence of the CoC's emergency transfer plan, that prioritizes safety and trauma-informed, victim-centered services to prioritize safety; and
(2) how the CoC maximizes client choice for housing and services while ensuring safety and confidentiality.
(limit 2,000 characters)

(1)The HALS CoC Policy outlines protocols in place to prioritize the safety needs of domestic violence, dating violence, sexual assault, and stalking survivors. The CoC employs a "no wrong door" approach to ensure any homeless individual or family seeking housing assistance in HALS CoC is

assessed using the same tool (Coordinated Assessment) and methodology so that referrals are consistently completed across the CoC. The HALS CoC's Coordinated Assessment is client centered to address the needs of the client, including safeguards and exceptions to using coordinated entry for survivors of domestic violence, dating violence, sexual assault and stalking. People who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, or stalking, but who are seeking shelter or services from non-victim service providers are referred to our Domestic Violence Agency – Life Crisis Center. (2) While the Coordinated Assessment Form includes referral information to Life Crisis Center, routinely, this referral is made by phone to protect the privacy of the individual(s) seeking assistance. During the phone call with Life Crisis Center Safe House staff, staff explore safety and housing needs to coordinate safe transfer of the individual or family seeking services to the Life Crisis Center. Coordination of safe emergency transfer is handled on an individual basis between the referral source and Life Crisis Center staff. Life Crisis Center follows a trauma-informed care approach across all programs, including a 24 hour crisis hotline and safe house. Life Crisis Center staff are trained in trauma-informed and victim-centered care. Safety planning is completed over the phone with the survivor prior to entry at the safe house to disable location services on electronic devices, and explore safe transportation and arrival at the safe house. Additional safety planning is completed while the survivor is in services at Life Crisis Center.

1C-3a. Applicants must describe how the CoC coordinates with victim services providers to provide annual training to CoC area projects and Coordinated Entry staff that addresses best practices in serving survivors of domestic violence, dating violence, sexual assault, and stalking. (limit 2,000 characters)

(1) Domestic Violence Training is provided annually to the CoC provject staff that addresses best practices in serving survivors of domestic violence. Training is scheduled in advance to be presented during a regular CpC monthly meeting, and is included on the meeting agenda and minutes. Domestic Violence Training is presented by staff from Life Crisis Center. Training involves information on domestic violence dynamics, safety planning and considerations, and trauma-informed care approaches. An overview of services available through Life Crisis Center and the process to refer an individual or family to services is also covered. Within the last year, the CoC requested representation on our Governance Board from our DV provider to ensure that DV was considered in all aspects of decisions from the CoC board on best practices. When the State consolidated the funding for homeless providers, the CoC encouraged the DV provider to request more funding to ensure it received as much as other shelters in the area to best serve the needs of DV victims. (2) DV staff were involved in all planning and implementation of the Coordinated Assessment process. Their expertise was solicited in writing the policy, preparing the Coordinated Assessment Tool and training provided on Coordinated Assessment. DV staff continue to participate in monthly Coordinated Assessment meetings to ensure that the Coordinated Assessment addresses best practices for the safety and planning protocols in serving survivors of domestic violence.

1C-3b. Applicants must describe the data the CoC uses to assess the

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scope of community needs related to domestic violence, dating violence, sexual assault, and stalking, including data from a comparable database. (limit 2,000 characters)

(1) Our DV agency – Life Crisis – maintains a data base which they are currently revising to meet the specifications of a comparable data base, a requirement of receiving funding from the State. To determine the scope of domestic violence, dating violence, sexual assault and stalking in the CoC, we currently use HMIS reports from all participating agencies and add the data received from our DV agency. Until the DV agency is successful in establishing the comparable data base, we are unable to de-duplicate aggregate data from our two systems. The HMIS system administrator held numerous meetings with DV agency to assist in the implementation of the comparable data base, offering to meet with their data base developer. She provided examples of required reports for the State (CoC-APR and ESG Caper) and HUD specifications received in the last month. She explored an option used by other DV providers of using a locked HMIS provider set up in our HMIS so that it was only visible to the DV agency and the HMIS administrator which was rejected by Life Crisis. The HMIS system administrator then requested a quote to use a separate HMIS system solely managed by the DV agency, but has not yet received a quote. The DV agency has advised the CoC that they have full confidence that the new data base will meet all standards for a comparable data base that will enable us to de-duplicate aggregate data to determine the true extent of DV. The CoC has informed the DV agency that their continued Homelessness Solutions Program funding is dependent on the success of the comparable data base.

**1C-4. DV Bonus Projects. Is your CoC No
applying for DV Bonus Projects?**

1C-5. PHAs within CoC. Applicants must use the chart to provide information about each Public Housing Agency (PHA) in the CoC's geographic areas:

- (1) Identify the percentage of new admissions to the Public Housing or Housing Choice Voucher (HCV) Programs in the PHA who were experiencing homelessness at the time of admission;**
- (2) Indicate whether the PHA has a homeless admission preference in its Public Housing and/or HCV Program; and**
- (3) Indicate whether the CoC has a move on strategy. The information should be for Federal Fiscal Year 2017.**

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2017 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. move on?
Wicomico Housing Authority	0.00%	No	No
Housing Authority of Crisfield	0.00%	No	No
Maryland Department of Housing & Community Development	0.00%	No	No

**1C-5a. For each PHA where there is not a homeless admission preference in their written policy, applicants must identify the steps the CoC has taken to encourage the PHA to adopt such a policy.
(limit 2,000 characters)**

Unfortunately, at this time, none of our PHAs that provide housing have a specific housing preference; however, that does not mean that we don't work together. The Maryland Department of Housing and Community Development has been the only PHA in our area to request HUD VASH vouchers, currently managing 70 household vouchers and recently requested additional vouchers to help the homeless veterans on the eastern shore of Maryland. In the most recent HUD NOFA for PHA, additional vouchers were requested which will be _____ The Wicomico Housing Authority is an active member of the CoC, coming to CoC meetings to give updates on the recent demolition of old housing units and the rebuilding of new housing units. The CoC and Wicomico Housing Authority have agreed to enter into an MOU to work together in future NOFAs to request additional housing vouchers to allow us to move clients who no longer need intensive case management out of CoC funded projects into housing vouchers. We have a plan worked out, but the 400 people on the current wait list is not allowing us to implement our move on strategy although all CoC funded projects have identified participants who would benefit from moving to PHA housing. This will allow us to free up CoC funding slots to fill with the most vulnerable homeless individuals lacking housing.

1C-5b. Move On Strategy with Affordable Housing Providers. Does the CoC have a Move On strategy with affordable housing providers in its jurisdiction (e.g., multifamily assisted housing owners, PHAs, Low Income Tax Credit (LIHTC) developments, or local low-income housing programs)? Yes

**Move On strategy description.
(limit 2,000 characters)**

At the August 9, 2018 CoC meeting, CoC members were informed that all CoC funded projects were developing a move on strategy for those participants who no longer require intensive services move to PHA, low income tax credit developments or other local low-income housing programs. So far, the CoC has identified 20 participants who could be included in our move on strategy. The ultimate goal is to obtain housing choice vouchers from the PHA so that participants can stay in the residence and with the landlord where they currently reside. CoC funded agencies have already established relationships with these landlords who often assist case managers in ensuring the participants are successful in maintaining their housing. In emails and meetings with our local PHAs, they are willing to work with us to finalize this Move On strategy, but they are hampered by long waiting lists for housing choice vouchers. To obtain more vouchers, our CoC has committed to work with each of our PHAs to assist them in applying for additional vouchers as HUD releases anticipated NOFAs to increase PHA housing. We are excited about these new partnerships and the opportunities to increase housing for homeless individuals.

1C-6. Addressing the Needs of Lesbian, Gay, Bisexual, Transgender (LGBT). Applicants must describe the actions the CoC has taken to address the needs of Lesbian, Gay, Bisexual, and Transgender individuals and their families experiencing homelessness. (limit 2,000 characters)

The CoC addresses the needs of Lesbian, Gay, Bisexual, Transgender and Queer individuals in specific policies which include Coordinated Assessment, Fair Housing, Equal Access. These policies mandate that families and individuals are provided services regardless of their sexual orientation and must be providing housing based on their gender identity. We have provided training to all CoC members, not just CoC, ESG, PATH and VA funded agencies to ensure that all LGBTQ individuals receive the same services as their straight peers seeking services who are homeless. ESG, PATH, SSVF and CoC Funded Programs obtain housing for members of the LGBTQ community based on their gender identity and accept families as they present (same sex families, transgender, bi-sexual and pansexual), housing them in shelter beds based upon their gender identity and as a family in shelter and rapid rehousing and permanent supportive housing beds. CoC members, including Shelters, particularly those that receive ESG funding, are educated by CoC and LGBTQ advocates of the needs of this community. In a small rural community, shelters at first struggled with meeting the needs of LGBTQ individuals, particularly transgender individuals. The CoC provided assistance and guidance to shelters and their boards to ensure that these individuals felt accepted and were provided the same services and housing opportunities as all individuals seeking services. Since the CoC started to address this issues on an on-going basis, we have no had instances of non-compliance by CoC members.

1C-6a. Anti-Discrimination Policy and Training. Applicants must indicate if the CoC implemented a CoC-wide anti-discrimination policy and conducted CoC-wide anti-discrimination training on the Equal Access Final Rule and the Gender Identity Final Rule.

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 implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	Yes
3. Did the CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access to Housing in HUD Programs in Accordance with an Individual's Gender Identity (Gender Identity Final Rule)?	Yes

1C-7. Criminalization of Homelessness. Applicants must select the specific strategies the CoC implemented to prevent the criminalization of homelessness in the CoC's geographic area. Select all that apply.

Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
Engaged/educated law enforcement:	<input checked="" type="checkbox"/>

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

1C-8. Centralized or Coordinated Assessment System. 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 homelessness assistance in the absence of special outreach;
(3) demonstrate the assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner; and
(4) attach CoC's standard assessment tool.
(limit 2,000 characters)

(1)Our CoC is a regional 3 county CoC which uses a no wrong door approach to ensure that the Coordinated Assessment System covers the entire CoC geographic area.(2)Our CoC continues to monitor and evaluate the effectiveness of our coordinated assessment system to ensure that it reaches those people who are the least likely to apply for homelessness assistance by conducting monthly meetings of a very diverse group of CoC members. We have made significant modifications in the last year and provided additional funding for outreach workers.We provide training to front line staff on our assessment tool which seeks to determine best needs for veterans, DV victims, and extent of services needed for people experiencing homelessness or at risk of homelessness. (3) The Assessment tool determines those in the most need and uses a self sufficiency outcome matrix for rapid rehousing and permanent housing to ensure that people are prioritized by need and in a timely manner. We have expanded the funding for rapid rehousing, outreach and prevention services in the last year through the State's consolidation of homeless programs which now finally includes case management services. These case managers prioritize those people in most need of assistance. One of our RRH providers has instituted a Case Manager of the Day program which has succeeded in cutting back the length of time it takes to respond to people needing assistance. Our CoC is also exploring new locations in providing Coordinated Assessment and will use the monthly Coordinated Assessment meetings to monitor success or the need for change in locations.

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1D-1. Discharge Planning–State and Local. Applicants must indicate whether the CoC has a discharge policy to ensure persons discharged from the systems of care listed are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply (note that when "None:" is selected no other system of care should be selected).

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

1D-2. Discharge Planning Coordination. Applicants must indicate whether the CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply (note that when "None:" is selected no other system of care should be selected).

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

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

Instructions

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1E-1. Project Ranking and Selection. Applicants must indicate whether the CoC used the following to rank and select project applications for the FY 2018 CoC Program Competition:

- (1) objective criteria;**
- (2) at least one factor related to achieving positive housing outcomes;**
- (3) a specific method for evaluating projects submitted by victim services providers; and**
- (4) attach evidence that supports the process selected.**

Used Objective Criteria for Review, Rating, Ranking and Section	Yes
Included at least one factor related to achieving positive housing outcomes	Yes
Included a specific method for evaluating projects submitted by victim service providers	Yes

1E-2. Severity of Needs and Vulnerabilities. Applicants must describe:

- (1) the specific severity of needs and vulnerabilities the CoC considered when reviewing, ranking, and rating projects; and**
- (2) how the CoC takes severity of needs and vulnerabilities into account during the review, rating, and ranking process.**

(limit 2,000 characters)

(1) The CoC has a required mandate that all projects must be housing first and low barrier for both new and renewal projects. This year has been a year of transition for the CoC as the State ESG funding available through the State Consolidate Plan combined ESG funding with other State agencies that provided homeless funds to agencies now provides Homelessness Solutions Program (HSP) funding to each CoC rather than to individual counties. This meant that the CoC had to quickly solicit project applications, determine if the applications met the needs of the most vulnerable homeless individuals and families with the greatest need, could provide much needed case management and rate them through a review committee. As a result, when we solicited new projects for the CoC NOFA, no agency felt they had the resources request a bonus project while developing process to meet HSP requirements. In the past, the CoC lead agency would also submit a project to meet the needs of the most vulnerable homeless individuals in our CoC, but as the new HSP grants were implemented in July 2018, the CoC also lacked the resources to submit a bonus project. (2) In reviewing and ranking the renewal projects, the CoC created a rubric to score projects based on the severity of needs that each project

provided to chronically homeless individuals. The projects which were dedicated plus were rated highest and than each project with less than 100% chronics were rated based on the % of the clients served with the greatest need.

1E-3. Public Postings. Applicants must indicate how the CoC made public:

- (1) objective ranking and selection process the CoC used for all projects (new and renewal);**
- (2) CoC Consolidated Application—including the CoC Application, Priority Listings, and all projects accepted and ranked or rejected, which HUD required CoCs to post to their websites, or partners websites, at least 2 days before the CoC Program Competition application submission deadline; and**
- (3) attach documentation demonstrating the objective ranking, rating, and selections process and the final version of the completed CoC Consolidated Application, including the CoC Application with attachments, Priority Listing with reallocation forms and all project applications that were accepted and ranked, or rejected (new and renewal) was made publicly available, that legibly displays the date the CoC publicly posted the documents.**

Public Posting of Objective Ranking and Selection Process		Public Posting of CoC Consolidated Application including: CoC Application, Priority Listings, Project Listings	
CoC or other Website	<input type="checkbox"/>	CoC or other Website	<input type="checkbox"/>
Email	<input type="checkbox"/>	Email	<input type="checkbox"/>
Mail	<input type="checkbox"/>	Mail	<input type="checkbox"/>
Advertising in Local Newspaper(s)	<input type="checkbox"/>	Advertising in Local Newspaper(s)	<input type="checkbox"/>
Advertising on Radio or Television	<input type="checkbox"/>	Advertising on Radio or Television	<input type="checkbox"/>
Social Media (Twitter, Facebook, etc.)	<input type="checkbox"/>	Social Media (Twitter, Facebook, etc.)	<input type="checkbox"/>

1E-4. Reallocation. Applicants must indicate whether the CoC has cumulatively reallocated at least 20 percent of the CoC's ARD between the FY 2014 and FY 2018 CoC Program Competitions.

Reallocation: No

1E-4a. If the answer is "No" to question 1E-4, applicants must describe how the CoC actively reviews performance of existing CoC Program-funded projects to determine the viability of reallocating to create new high performing projects. (limit 2,000 characters)

All of the CoC funded projects the CoC has received since establishment in 2001 have been for permanent supportive housing projects. The CoC established a reallocation policy and follows it during the year, reviewing projects to determine the need for reallocation. During the evaluation of each project throughout the year, issues are identified to PSH projects so they can take corrective action prior to the CoC rating and ranking of projects during the

HUD NOFA competition. When the NOFA is released, each CoC Funded project is required to notify the CoC if they wish to be renewed or to be reallocated. At the release of the HUD NOFA, the CoC encourages new agencies to submit proposals for new or bonus projects, however, many of the CoC agencies have been unwilling to submit a bonus project. Reasons given by agencies for not submitting a bonus projects include: (1) do not possess adequate funds to provide services prior to HUD reimbursement; (2) local non-profits don't have sufficient staff to manage the complexity of HUD CoC funded programs and State agencies typically have limited resources to take on new projects as State staff have experienced major budget cuts in recent years. Upon review of projects in past CoC NOFA competitions, all CoC Funded PSH projects have been performing at a very high level and none have been identified as needing reallocation by the rating and ranking committee. As required, each project is ranked using objective criteria and the lowest scoring project(s) are placed in Tier 2.

1E-5. Local CoC Competition. Applicants must indicate whether the CoC:
(1) established a deadline for project applications that was no later than 30 days before the FY 2018 CoC Program Competition Application deadline—attachment required;
(2) rejected or reduced project application(s)—attachment required; and
(3) notify applicants that their project application(s) were being rejected or reduced, in writing, outside of e-snaps, at least 15 days before FY 2018 CoC Program Competition Application deadline—attachment required. :

(1) Did the CoC establish a deadline for project applications that was no later than 30 days before the FY 2018 CoC Program Competition Application deadline? Attachment required.	Yes
(2) If the CoC rejected or reduced project application(s), did the CoC notify applicants that their project application(s) were being rejected or reduced, in writing, outside of e-snaps, at least 15 days before FY 2018 CoC Program Competition Application deadline? Attachment required.	Yes
(3) Did the CoC notify applicants that their applications were accepted and ranked on the Priority Listing in writing outside of e-snaps, at least 15 before days of the FY 2018 CoC Program Competition Application deadline?	Yes

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

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

2A-1a. Applicants must: 3 - Governance Charter
 (1) provide the page number(s) where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document(s) referenced in 2A-1, and
 (2) indicate the document type attached for question 2A-1 that includes roles and responsibilities of the CoC and HMIS Lead (e.g., Governance Charter, MOU/MOA).

2A-2. HMIS Policy and Procedures Manual. Does your CoC have a HMIS Policy and Procedures Manual? Attachment Required. Yes

2A-3. HMIS Vender. What is the name of the HMIS software vendor? Mediware/Bowman

2A-4. HMIS Implementation Coverage Area. Using the drop-down boxes, applicants must select the HMIS implementation Coverage area. Single CoC

2A-5. Bed Coverage Rate. Using 2018 HIC and HMIS data, applicants must report by project type:
 (1) total number of beds in 2018 HIC;
 (2) total beds dedicated for DV in the 2018 HIC; and

(3) total number of beds in HMIS.

Project Type	Total Beds in 2018 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	198	17	181	100.00%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	30	0	30	100.00%
Rapid Re-Housing (RRH) beds	22	0	22	100.00%
Permanent Supportive Housing (PSH) beds	287	0	287	100.00%
Other Permanent Housing (OPH) beds	0	0	0	

**2A-5a. To receive partial credit, if the bed coverage rate is 84.99 percent or lower for any of the project types in question 2A-5., applicants must provide clear steps on how the CoC intends to increase this percentage for each project type over the next 12 months.
(limit 2,000 characters)**

**2A-6. AHAR Shells Submission: How many 12
2017 Annual Housing Assessment Report
(AHAR) tables shells did HUD accept?**

**2A-7. CoC Data Submission in HDX. 04/29/2018
Applicants must enter the date the CoC
submitted the 2018 Housing Inventory Count
(HIC) data into the Homelessness Data
Exchange (HDX).
(mm/dd/yyyy)**

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

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2B-1. PIT Count Date. Applicants must enter the date the CoC conducted its 2018 PIT count (mm/dd/yyyy). 01/24/2018

2B-2. HDX Submission Date. Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy). 04/29/2018

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

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2C-1. Change in Sheltered PIT Count Implementation. Applicants must describe any change in the CoC's sheltered PIT count implementation, including methodology and data quality changes from 2017 to 2018. Specifically, how those changes impacted the CoC's sheltered PIT count results.

(limit 2,000 characters)

(1) Changes that affected the sheltered count include the opening of a new shelter this year in a county that previously lacked a shelter. That shelter initially opened with 20 beds and 2 cold weather shelter beds. This meant that for the first time, we had shelter beds and cold weather beds in all 3 counties in our CoC, a huge accomplishment and one that we have been working on for many years. In addition, we also increased the number of transitional beds from 39 to 43, mainly by increasing the number of family beds and decreasing the number of individual beds for transitional shelters to better serve families with children.

(2) These changes affected the CoC's sheltered PIT count as the number of people in our PIT sheltered beds increased from the last year. As the need increased, shelters also saw an increase in the number of people they housed from 2017 - 2018. This resulted in an overall increase of 42 additional sheltered individuals between 2017 and 2018. In 2017, we discovered that one of the largest shelters was not capturing all children in the family beds, so the HMIS system administrator made frequent visits to the shelter in 2017 to go through files to capture all children in families. Moving forward to 2018 PIT, that shelter HMIS data accurately reflected all children housed with parents on the date of the PIT.

2C-2. Did your CoC change its provider coverage in the 2018 sheltered count? Yes

2C-2a. If "Yes" was selected in 2C-2, applicants must enter the number of beds that were added or removed in the 2018 sheltered PIT count.

Beds Added:	24
Beds Removed:	0
Total:	24

2C-3. Presidentially Declared Disaster Changes to Sheltered PIT Count. Did your No

CoC add or remove emergency shelter, transitional housing, or Safe Haven inventory because of funding specific to a Presidentially declared disaster, resulting in a change to the CoC's 2018 sheltered PIT count?

2C-3a. If "Yes" was selected for question 2C-3, applicants must enter the number of beds that were added or removed in 2018 because of a Presidentially declared disaster.

Beds Added:	0
Beds Removed:	0
Total:	0

2C-4. Changes in Unsheltered PIT Count Implementation. Did your CoC change its unsheltered PIT count implementation, including methodology and data quality changes from 2017 to 2018? If your CoC did not conduct and unsheltered PIT count in 2018, select Not Applicable. Yes

2C-4a. If "Yes" was selected for question 2C-4, applicants must:
(1) describe any change in the CoC's unsheltered PIT count implementation, including methodology and data quality changes from 2017 to 2018; and
(2) specify how those changes impacted the CoC's unsheltered PIT count results.
(limit 2,000 characters)

Last year was the first year we conducted a full count of unsheltered locations in our only HUD designated rural county. Although the unsheltered count was not mandated by HUD this year, the CoC decided to conduct a shelter count again this year to refine the work last year as we always conduct a debriefing of each year's PIT count to ensure we address any areas that may need improvement. This year, the # of people conducting the unsheltered count increased to ensure we identified all unsheltered individuals. However, this year, some of the individuals that participated last year declined to complete a survey. As in past years, we do not complete a survey unless the individuals agrees and we do not complete random counts.

2C-5. Identifying Youth Experiencing Homelessness in 2018 PIT Count. Did your CoC implement specific measures to identify youth experiencing homelessness in its 2018 PIT count? Yes

2C-5a. If "Yes" was selected for question 2C-5., applicants must describe:

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(1) how stakeholders serving youth experiencing homelessness were engaged during the planning process;
(2) how the CoC worked with stakeholders to select locations where youth experiencing homelessness are most likely to be identified; and
(3) how the CoC involved youth experiencing homelessness in counting during the 2018 PIT count.
(limit 2,000 characters)

(1) Each of our local management boards which are funded by the Maryland's Governor's Office of Children and Youth participated in the planning of the PIT. In addition, we used the principles learned in the 3 years our CoC has participated in Youth REACH MD which was established by legislation to survey homeless youth to determine the reason behind their homelessness and services they need to help them out of homelessness. At each of our PIT planning meetings, we discussed how to find youth in unsheltered locations which has often proven difficult in our rural community. (2) Outreach workers who regularly engaged with unsheltered individuals went to encampments where they had previously engaged with youth, however, on the day of the PIT, we did not find any unsheltered youth. Rather, we had youth in shelters and during the cold winter months, youth can often pool their funds together to obtain inexpensive housing in our resort town - Ocean City, MD - where rents are extremely low in the winter for those units dedicated to seasonal workers. (3) the only youth that were engaged during the 2018 count were those youth in the shelters. When questioned by shelter staff if they knew of other youth in unsheltered locations, they answered no.

2C-6. 2018 PIT Implementation. Applicants must describe actions the CoC implemented in its 2018 PIT count to better count:

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

(1) To better count individuals and families experiencing chronic homelessness in the 2018 PIT, the HMIS system administrator has been training staff during the last year to use HMIS to verify the number of times and months that people have been on the streets or in shelters. They are instructed to enter new information on the number of months people were living on the streets or in shelter each time a person experiences a new episode of homelessness. Therefore, we saw an increase in the number of chronically homeless individuals. (2) As the entry of children can prove the most difficult for some shelter staff, the HMIS system administrator has conducted additional regular group trainings and individual training with HMIS users to ensure that we capture all children in families experiencing homelessness. and (3) This year, the HMIS System Administrator conducted a verification of veteran homeless status by verifying veteran status in SQUARES in the VA Repository. In doing so, over 20???? previously identified veterans had their HMIS records changed to reflect that they were not veterans. The HMIS System Administrator will continue to check SQUARES and work with VA staff to ensure that veterans are appropriate entered into HMIS.

3A. Continuum of Care (CoC) System Performance

Instructions

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3A-1. First Time Homeless as Reported in HDX. In the box below, applicants must report the number of first-time homeless as reported in HDX.

Number of First Time Homeless as Reported in HDX.	1,193
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3A-1a. Applicants must:

(1) describe how the CoC determined which 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 primary reason for becoming homeless the first time was mental health issues, often compounded by substance abuse, followed by lack of affordable housing, lack of income and transportation issues in our rural community. We continue to identify risk factors in our Coordinated Assessment. (2) The CoC's strategy to address first time homelessness is increases services and supports for those suffering from serious mental illness and substance abuse. The CoC was selected by the State as one of 3 of the 16 Maryland CoC's to be included for a SAMHSA grant where the CoC collaborated with a private mental health provider for services to address the needs for mentally ill and chronic substance abuse for people experiencing homeless; however, funding was not awarded by SAMHSA. Through the establishment of the new Homelessness Solutions Programs, ESG funding was combined with other State funding to increase the funding available for shelters, rapid rehousing, outreach and prevention services which will now include case management. For the first time, the CoC was given control over funding normally provided to county Governments by the State in addressing homelessness and homeless prevention. The CoC CA met with the Governance Committee members to discuss strategies in using this money to meet our SPM goals and identified the need for funding ongoing case management for rapid rehousing and prevention programs as our #1 strategy in addressing homelessness.(3) The Homeless Prevention & Homeless Youth Subcommittee is the CoC is tasked with addressing first time homelessness, reporting their recommendations to the HALS Governance committee. The CoC lead is the ultimate agency responsible for all Strategies in to reduce the number of first time homeless individuals and families.

3A-2. Length-of-Time Homeless as Reported in HDX. Applicants must:
(1) provide the average length of time individuals and persons in families remained homeless (i.e., the number);
(2) describe the CoC's strategy to reduce the length-of-time individuals and persons in families remain homeless;
(3) describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
(4) provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the length of time individuals and families remain homeless.
(limit 2,000 characters)

(1) The average length of time that individuals and families remained homeless in emergency shelters was 67 days, a decrease of 9 days from last year's 76 days. The average length of stay for emergency shelters and transitional shelters increased by 2 days from last year's average of 93 days to a total of 95 days. (2) To reduce the time people remain homeless, our Coordinated Assessment will monitor length of time people remain homeless to develop strategies to reduce. Recently, ESG RRH agencies participated in the 100 day challenge to rapidly rehouse people during the period May - August 2018 in collaboration with the State and the National Alliance to End Homelessness. With our increased Homelessness Solutions Programs funding for RRH and case management, we will continue these efforts to rapidly move individuals and families to housing. (3) We have enhanced the CoC's coordinated assessment process to identify those individuals and families with the longest lengths of time homeless through the use of the Self Sufficiency Outcome Matrix. This is available in our HMIS and is required to be used for all permanent housing (RRH and PSH) referrals. While this identifies those with the longest lengths of homelessness, we also monitor HMIS reports to identify those with the longest lengths of homelessness. In the past, we used our PSH wait list to house those with the longest length of time homeless and have been successful in decreasing the number on the wait list in all but one county. When offered housing in other counties, some residents have chosen to wait until housing can be located to stay in their county of residence. (4) Two CoC Subcommittees - Veterans/Strategic Planning and Chronically Homeless are tasked with addressing length of time homeless, reporting their recommendations to the HALS Governance Committee. Ultimately the CoC lead is responsible for all Strategies in System Performance goals, including reducing length of time homeless.

3A-3. Successful Permanent Housing Placement and Retention as Reported in HDX. Applicants must:

- (1) provide the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations; and**
(2) provide 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.

	Percentage
Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid re-housing that exit to permanent housing destinations as reported in HDX.	33%

Report the percentage of individuals and persons in families in permanent housing projects, other than rapid re-housing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.	96%
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3A-3a. 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; and
 (2) 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.

(limit 2,000 characters)

(1) To increase the rate that individuals and families exit to permanent housing destinations, All ESG funded RRH providers participated in the 100 day challenge in partnership with State and NAEH staff. They were provided extensive training by expert NAEH staff with constant follow-up during the challenge to meet their bold goals. While the challenge was proceeding, the State consolidated homeless funding to create Homelessness Solutions Program which funded much needed case managers to assist clients obtain and maintain permanent housing. (2) We saw a slight decrease in our retention rate in PSH units, however, our retention rate is still very high at 96%. This year, we concentrated in housing the most vulnerable and chronically homeless individuals, some of whom were very sick upon entry into the program. Moving from living outdoors to an apartment/house is often a huge change for some chronically homeless individuals as they miss their support system of the people that lived in encampments. Some need daily involvement from their case managers during the first month after housing. Case managers maintain constant communication with new clients as well as maintain sufficient involvement with their established clients to ensure that they do not encounter difficulties which could result in their losing housing.(3) The CoC CA is responsible for overseeing the CoC's strategy in exits to permanent housing destinations through the work of the HMIS System Administrator and the CoC Lead. (4) The same two individuals are responsible for the CoC's strategy to increase the rate individuals and families in PSH retain their PSH or exit to permanent housing destinations and are developing the Move on Strategy in collaboration with local PHAs. The ultimate responsibility is with the CoC lead.

3A-4. Returns to Homelessness as Reported in HDX. Applicants must report the percentage of individuals and persons in families returning to homelessness over a 6- and 12-month period as reported in HDX.

Report the percentage of individuals and persons in families returning to homelessness over a 6- and 12-month period as reported in HDX	Percentage
	9%

3A-4a. Applicants must:

(1) describe how the CoC identifies common factors of 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 returns to homelessness.
(limit 2,000 characters)**

(1) To identify common factors behind individuals and families returning to homeless is case manager follow up and review of HMIS reports. Our CoC had identified the most common factor of individuals and families who return to homelessness is the lack of sustainability because of inadequate income and supports to maintain their housing, including services needed to address their disabilities. (2) To reduce returns to homeless, the changes in homelessness funding provided by the State, our CoC has finally reached our long term goal of providing case managers to assist individuals as they move into housing from shelters or the streets. To further this strategy, our CoC voted in the last few months to completely open HMIS to allow CoC agencies to see all instances of homelessness for the people they serve. In the past, when releases of information expired, CoC agencies could not see the full history of homelessness for their clients, hampering their efforts in assisting clients. The CoC will review system performance reports quarterly to determine if specific agencies are experiencing problems in maintaining housing for their clients and offer assistance. These reports will also be used to rate performance in awarding grants in the future. (3) Two Subcommittees – Veterans/Strategic Planning and Chronically Homeless – are tasked with development of strategies to reduce the rate of returns to homelessness, reporting back to the HALS Governance Committee. The ultimate responsibility for the strategy lies with the CoC lead.

3A-5. Job and Income Growth. Applicants must:

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

(1) The CoC's strategy to increase access to employment is through CoC member agencies - One Stop Job, Goodwill Employment Program, Homeless Veterans Reintegration Program managed by a SSVF agency that serves homeless veterans and the work of case management staff at shelters and Rapid Rehousing and Prevention Programs who connect their clients/participants to employment opportunities. The CoC uses an email listserv to notify members quickly of any employment opportunities or job fairs so that CoC member agencies can be kept abreast of all employment opportunities. For non-employment cash sources, the CoC has assumed the lead responsibilities of SOAR and has established a monthly workgroup of the 20 case managers who have been SOAR trained in the last year. This change resulted when we lost funding for the one SOAR dedicated case manager who couldn't assist the large numbers of individuals seeking SOAR assistance. The decision was made to return to the former model of agency's identifying staff for SOAR trainers to serve their clients. (2). The CoC works with the Department of Labor that provides mobile services to CoC agencies, GoodWill and HVRP to help individuals increase their case income. (3) The HMIS/Coordinated

Assessment/Resources Subcommittee is responsible for the overseeing the CoC's strategy to increase job and income growth through employment and other mainstream resources such as SSI/SSDI, with the ultimate responsibility for the strategy for increase job and income growth is with the CoC lead.

3A-6. System Performance Measures Data 05/30/2018
Submission in HDX. Applicants must enter
the date the CoC submitted the System
Performance Measures data in HDX, which
included the data quality section for FY 2017
(mm/dd/yyyy)

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

Instructions

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3B-1. DedicatedPLUS and Chronically Homeless Beds. In the boxes below, applicants must enter:

- (1) total number of beds in the Project Application(s) that are designated as DedicatedPLUS beds; and
(2) total number of beds in the Project Application(s) that are designated for the chronically homeless, which does not include those that were identified in (1) above as DedicatedPLUS Beds.

Total number of beds dedicated as DedicatedPLUS	12
Total number of beds dedicated to individuals and families experiencing chronic homelessness	49
Total	61

3B-2. Orders of Priority. Did the CoC adopt the Orders of Priority into their written standards for all CoC Program-funded PSH projects as described in Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing? Attachment Required. Yes

3B-2.1. Prioritizing Households with Children. Using the following chart, applicants must check all that apply to indicate the factor(s) the CoC currently uses to prioritize households with children during FY 2018.

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

3B-2.2. Applicants must:

- (1) describe the CoC's current strategy to rapidly rehouse every household of families with children within 30 days of becoming homeless;**
(2) describe how the CoC addresses both housing and service needs to ensure families successfully maintain their housing once assistance ends; and
(3) provide the organization name or position title responsible for overseeing the CoCs strategy to rapidly rehouse families with children within 30 days of becoming homeless.
(limit 2,000 characters)

(1) The CoC's most recent plan in rapidly rehousing every household of families with children within 30 days of becoming homeless was participation in the 100 day challenge sponsored by the State in partnership with the National Alliance to End Homeless (NAEH). Some providers were more successful than others, mainly by county. The largest ESG rapid rehousing program that served two counties exceeded their goal by 75% from their goal of 20 to 35 households. The agency in our smallest county with the recently opened emergency shelter were successful with some families, but were met with resistance by others. Some families preferred to stay in the shelter and save money for housing to give them more choice in housing preference. While it is hard to understand why a family would choose to stay in a shelter rather than move into permanent housing, it is still their choice in how they want to meet their families' needs. Agencies are also encouraged to refer families with disabilities to CoC funded projects which offer housing and case management services as rapid rehousing programs may not be the best option due to their limited income and supports.

(2) Now that the CoC has obtained case management funding for its rapid rehousing and prevention programs, case managers will be able to follow families after they obtain housing to ensure they can sustain their housing success. If they start to experience problems, the case managers will assist them in obtaining the needed income, benefits or services to maintain their housing.

(3) The organization responsible for overseeing the CoC strategy to rapidly rehouse families is the CoC Governance Committee which includes all ESG and CoC funded agencies with the ultimate responsible party being the CoC lead.

3B-2.3. 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 supportive 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 age, sex, gender, LGBT status, marital status, or disability when entering a shelter or housing.

CoC conducts mandatory training for all CoC and ESG funded service providers on these topics.	<input type="checkbox"/>
CoC conducts optional training for all CoC and ESG funded service providers on these topics.	<input type="checkbox"/>
CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	<input type="checkbox"/>
CoC has worked with ESG recipient(s) to identify both CoC and ESG funded facilities within the CoC geographic area that may be out of compliance, and taken steps to work directly with those facilities to come into compliance.	<input type="checkbox"/>
CoC has sought assistance from HUD through submitting AAQs or requesting TA to resolve non-compliance of service providers.	<input type="checkbox"/>

3B-2.4. Strategy for Addressing Needs of Unaccompanied Youth Experiencing Homelessness. Applicants must indicate whether the CoC's strategy to address the unique needs of unaccompanied homeless youth includes the following:

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

3B-2.5. Prioritizing Unaccompanied Youth Experiencing Homelessness Based on Needs. Applicants must check all that apply from the list below that describes the CoC's current strategy to prioritize unaccompanied youth based on their needs.

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

3B-2.6. Applicants must describe the CoC's strategy to increase:
(1) housing and services for all youth experiencing homelessness by providing new resources or more effectively using existing resources, including securing additional funding; and
(2) availability of housing and services for youth experiencing unsheltered homelessness by providing new resources or more effectively using existing resources.
(limit 3,000 characters)

(1) For 3 years, our CoC has participated in MD Youth REACH to conduct a youth count to produce an analysis on homeless youth demographics and the reasons for their homelessness, receiving \$13,500 each year to conduct the count. Participation in this Program has allowed our CoC to develop strategies to increase housing and services for youth experiencing homelessness. The Maryland Governor's Office of Children has recognized the need for additional services and tasked each county Local Management Board to develop services to address youth. Our CoC was successful in obtaining 2 PSH slots for youth in a NOFA Bonus PSH grant. Other CoC member agencies - HALO (largest emergency shelter for women and children), Lower Shore Clinic (a Mental Health provider) and Telamon - have implemented programs to address youth experiencing homelessness. Lower Shore Clinic has a transitional aged youth housing program which provides ____ units of housing for youth. HALO has implemented a program called Eagles to Wings which starts to work with

children in homeless families at an early age and through adulthood to encourage them to continue their education, seek job training and gives them the skills normally developed in a family atmosphere which has been lacking all of their lives. (2) We have been largely unsuccessful in finding unsheltered youth as they are well hidden in our rural communities and do not seek to live with other unsheltered individuals. As we continue with Youth REACH MD, this year, our CoC has elected to use the \$13,500 to provide rapid rehousing. In the past, we used the funding to provide incentives and educational activities which proved unsuccessful in reaching unsheltered youth. We plan on using this \$13,500 as a supplement to our current rehousing efforts and connect youth with case management services through PATH, ESG or CoC funded programs.

3B-2.6a. Applicants must:

(1) provide evidence the CoC uses to measure both strategies in question 3B-2.6. 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 the strategies; and

(3) describe why the CoC believes the measure it uses is an appropriate way to determine the effectiveness of the CoC's strategies.

(limit 3,000 characters)

(1) The CoC runs CoC-APRs for the entire CoC and uses the yearly MD Youth REACH Count to determine the extent of youth homelessness and keeps track of trends in increases or decreases. It was by tracking the number of homeless youth that we determined that we needed to request PSH slots dedicated to youth in a recent NOFA competition. From our review of data and the resources available, we know that we need more services to address this underserved population. (2) Ideally, if our strategies were effective, we would be seeing a decrease in the number of youth homeless when reviewing HMIS and MD Youth REACH Count data; however, that is not the case. We know that we need more services, but identifying funding has been the problem. All of our shelters are providing shelter to youth, including parenting youth with children. Shelters refer parenting youth with children to transitional housing programs, one of which was defunded by ESG when they would not admit men with children to their shelter. Although they lost housing, this provider has proven successful in providing long term housing to young women under 25 with children and gives them the case management services so they can obtain mainstream benefits, employment and eventually move out of the shelter and into permanent housing. We run CoC-APR and System Performance Reports to measure effectiveness for all programs in our CoC, including those that serve youth. The CoC APR in our HMIS breaks down youth so that we can quickly measure success or the need to improve services. (3) We believe that by using our CoC-APRs we can measure success in our expanded funding for Homelessness Solutions Programs which provided additional funds for Rapid Rehousing and case management. We will be reviewing CoC APR reports at least quarterly to determine our effectiveness in providing housing and services. We start our planning for the March Youth REACH in October, so we will use these 4 months of planning to solicit "out of the box" thinking from CoC members.

3B-2.7. Collaboration–Education Services. Applicants must describe how the CoC collaborates with:

- (1) youth education providers;**
 - (2) McKinney-Vento State Education Agency (SEA) and Local Education Agency (LEA);**
 - (3) school districts; and**
 - (4) the formal partnerships with (1) through (3) above.**
- (limit 2,000 characters)**

(1) The 3 Local Boards of Education have been actively collaborating with the CoC since its inception. They, along with Head Start Providers, participate in CoC meetings, MD Youth REACH Count, Homeless Prevention/Homeless Children Subcommittee and keep CoC members abreast of their activities at CoC meetings and through the email list serv. (2) The McKinney-Vento State Education Agency (SEA) has constant communication with our Local Education Agencies (LEA)s and provides direction and coordination while we are conducting MD Youth REACH count. The SEA has worked with the LEAs and CoC for the last 3 years so that we could survey children in schools who lacked a fixed permanent address in the Youth REACH. She was instrumental in obtaining the support of the State Superintendent for Schools who then gave support to our local county Superintendents so that we could survey homeless children in schools. (3) Each of the 3 school districts visit shelters and other homeless providers to ensure that children who are experiencing homelessness or moving with other family are able to maintain in consistency their education. In our rural communities, the LEAs know these children by name and follow them as they go from school to school. (4) Each school district have MOUs with County governments and also with the CoC to provide educational services.

3B-2.7a. Applicants must describe the 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 developed a policy to ensure that the educational needs of homeless children are met requiring the BOE and Head Start liaisons to collaborate with the CoC & provide annual reports of the # of homeless children being assisted. They must (1) provide written material to parents informing them of their rights, (2) ensure that children are enrolled in school immediately and connected to services, providing needed supplies and materials, (3) identify homeless children/youth, determine best interests, monitor registration/enrollment, and resolve enrollment disputes, (4) collaborate with shelters, and other agencies to identify homeless youth, informing families of eligibility for McKinney-Vento services, and (5) inform parents of their right to keep their children in the school of origin or for the child to attend the school where they are temporarily living. CoC and ESG funded projects ensure that all children are enrolled in early childhood programs or in school and connected to appropriate education related services in the community. The CoC supplemented this policy by establishing the Youth REACH MD workgroup in early 2015 composed of all youth providers outreach to youth to identify the reasons they become homeless which is in its 4th year. Monthly meetings are held to prepare for the Youth REACH count which furthered the education of CoC members about the special needs of this population. We are working to determine methods to reduce the increased number of homeless youth. In the last two years, the CoC funded a tri county parent conference to educate parents on their eligibility for education services

for their children.

3B-2.8. Does the CoC have written formal agreements, MOU/MOAs or partnerships with one or more providers of early childhood services and supports? Select "Yes" or "No". Applicants must select "Yes" or "No", from the list below, if the CoC has written formal agreements, MOU/MOA's or partnerships with providers of early childhood services and support.

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

3B-3.1. Veterans Experiencing Homelessness. Applicants must describe the actions the CoC has taken to identify, assess, and refer Veterans experiencing homelessness, who are eligible for U.S. Department of Veterans Affairs (VA) housing and services, to appropriate resources such as HUD-VASH, Supportive Services for Veterans Families (SSVF) program and Grant and Per Diem (GPD). (limit 2,000 characters)

(1)Identifying Veterans: The Coordinated Assessment and HMIS intake and Assessment tools are used to identify veterans who are seeking assistance if they become homeless or at risk of homelessness. SSVF, PATH, ESG Outreach and VA outreach providers also are essential in identifying veterans, including unsheltered veterans in encampments needing assistance. These efforts are supplemented by the Veterans hotline and 211 which are available 24/7. (2)Assessment - Once identified as a veteran, CoC member agencies assess the level of need for the veteran such as VA contract beds, other shelter beds available in the CoC, referral to SSVF, VA medical or inpatient services or prevention services to keep them housed. (3) Referrals: Veterans are referred to one of 3 SSVF agencies for rapid rehousing or prevention services, VA contract beds available in the CoC, other shelter beds and HUD VASH voucher beds. The CoC has an active VA Community Planning Group that maintains a veteran by-name list and conducts case conferencing monthly to rapidly rehouse veterans within 90 days.

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

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

3B-3.4. Does the CoC have sufficient resources to ensure each Veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach? Yes

3B-5. Racial Disparity. Applicants must: Yes
 (1) indicate whether the CoC assessed whether there are racial disparities in the provision or outcome of homeless assistance;
 (2) if the CoC conducted an assessment, attach a copy of the summary.

3B-5a. Applicants must select from the options below the results of the CoC's assessment.

People of different races or ethnicities are more or less likely to receive homeless assistance.	<input checked="" type="checkbox"/>
People of different races or ethnicities are more or less likely to receive a positive outcome from homeless assistance.	<input checked="" type="checkbox"/>
There are no racial disparities in the provision or outcome of homeless assistance.	<input type="checkbox"/>
The results are inconclusive for racial disparities in the provision or outcome of homeless assistance.	<input type="checkbox"/>

3B-5b. Applicants must select from the options below the strategies the CoC is using to address any racial disparities.

The CoC's board and decisionmaking bodies are representative of the population served in the CoC.	<input type="checkbox"/>
The CoC has identified steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC.	<input type="checkbox"/>
The CoC is expanding outreach in geographic areas with higher concentrations of underrepresented groups.	<input type="checkbox"/>
The CoC has communication, such as flyers, websites, or other materials, inclusive of underrepresented groups	<input type="checkbox"/>
The CoC is training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness.	<input type="checkbox"/>
The CoC is establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector.	<input type="checkbox"/>
The CoC has staff, committees or other resources charged with analyzing and addressing racial disparities related to homelessness.	<input type="checkbox"/>
The CoC is educating organizations, stakeholders, boards of directors for local and national non-profit organizations working on homelessness on the topic of creating greater racial and ethnic diversity.	<input type="checkbox"/>

The CoC reviewed coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness.	<input type="checkbox"/>
The CoC is collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system.	<input type="checkbox"/>
The CoC is conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness.	<input type="checkbox"/>
Other:	<input type="checkbox"/>

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

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

4A-1. Healthcare. Applicants must indicate, for each type of healthcare listed below, whether the CoC:

- (1) assists persons experiencing homelessness with enrolling in health insurance; and
- (2) assists persons experiencing homelessness with 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:	Yes	Yes
Non-Profit, Philanthropic:	Yes	Yes
Other: (limit 50 characters)		
Veteran benefits, Medicaid through SOAR	Yes	Yes

4A-1a. Mainstream Benefits. Applicants must:

- (1) describe how the CoC works with mainstream programs that assist persons experiencing homelessness to apply for and receive mainstream benefits;
- (2) describe how the CoC systematically keeps program staff up-to-date regarding mainstream resources available for persons experiencing homelessness (e.g., Food Stamps, SSI, TANF, substance abuse programs); and
- (3) provide the name of the organization or position title that is responsible for overseeing the CoC's strategy for mainstream benefits. (limit 2,000 characters)

(1) The CoC and ESG funded programs as well as SSVF and PATH programs have case management staff to connect persons experiencing homelessness apply for and receive mainstream benefits such as TANF, Food Stamps, Medicaid, Insurance through the Affordable Care Act, WIC and VA medical benefits. The CoC leads the SOAR workgroup which was started this year after the CoC lost funding for a dedicated SOAR manager position. The CoC was selected by the State as one of only 3 of the 16 CoCs for inclusion of a SAMHSA grant to obtain dedicated SOAR funding which was not awarded. The CoC SOAR leads conducts a monthly meeting with SOAR trained case managers located in a variety of CoC agencies to help people obtain Social Security Benefits. Each health department oversees public mental health and

substance abuse services to connect people to services to address their disability needs. Some of these same providers also provide primary care so that homeless individuals can get all their care in one location. Case managers also connect clients to housing subsidy programs and work to reduce barriers to obtaining mainstream benefits by providing transportation, IDs, obtaining a mailing address and telephone and providing support to assist them obtain needed benefits. (2) At monthly CoC meetings, program staff are updated on available mainstream benefits and an email group disseminates notices to CoC members on the day they are received. (3) The Somerset County Health Department as the CoC Collaborative Agent is responsible for overseeing the CoC's strategy for mainstream benefits.

4A-2.Housing First: 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 is applying for in FY 2018 CoC Program Competition; and**
- (2) total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition that have adopted the Housing First approach—meaning that the project quickly houses clients without preconditions or service participation requirements.**

Total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition.	8
Total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition that have adopted the Housing First approach—meaning that the project quickly houses clients without preconditions or service participation requirements.	8
Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects in the FY 2018 CoC Program Competition that will be designated as Housing First.	100%

4A-3. Street Outreach. Applicants must:

- (1) describe the CoC's outreach;**
- (2) state whether the CoC's Street Outreach covers 100 percent of the CoC's geographic area;**
- (3) describe how often the CoC conducts street outreach; and**
- (4) describe how the CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance. (limit 2,000 characters)**

(1) All 3 counties in the regional CoC have PATH, SSVF and 2 have ESG funded agencies who conduct street outreach of homeless individuals. In addition, each county health department has peer support specialists who connect people with substance abuse issues with needed services. These peer support specialists refer clients they meet on the street to PATH & ESG case managers for assistance; (2) The CoC's Street outreach covers 100% of the CoC geographic area; (3) PATH, SSVF and ESG funded street outreach case managers go to locations where unsheltered homeless either frequent or live (encampments) on a weekly basis to conduct street outreach; (4) In the past year, our CoC has strengthened our street outreach by providing additional funding through ESG and required PATH providers to provide street outreach as well as service outreach. In the past, PATH was mainly conducted through

visits to shelters and agencies that serve unsheltered homeless. Starting with the PATH grant in 2018, the CoC mandated street outreach and provided extensive training to PATH agencies to reach those persons experiencing homelessness who are the least likely to request assistance. PATH and ESG refers these people to PSH and we have successfully housed 5 clients in the last 3 months in a CoC funded project that serves the hardest to reach chronically homeless individuals.

4A-4. Affirmative Outreach. Applicants must describe:

(1) the specific strategy the CoC implemented that furthers fair housing as detailed in 24 CFR 578.93(c) used to market housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status or disability; and

(2) how the CoC communicated effectively with persons with disabilities and limited English proficiency fair housing strategy in (1) above.

(limit 2,000 characters)

(1) In the past, the CoC conducted yearly Fair Housing Training by Telamon, however, starting in 2018, these trainings will be conducted quarterly due to the overwhelming interest of CoC members. In these trainings, Telamon educates on fair housing rights regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status and disabilities. While the CoC has a policy on Fair Housing & Equal Access and covers this in our Coordinated Assessment Policy, the opportunity to ask specific questions of educated Fair Housing staff from Telamon has been much more successful in our CoC's strategy to further compliance with fair housing. (2) By this quarterly education of the CoC members who provide services to homeless individuals, the CoC maintains regular communication on a more frequent basis than was accomplished in the past. In addition, CoC members are encouraged to seek the advice of our Telamon Fair Housing trainer when they need additional assistance. The CoC ensures that people with limited English proficiency are assisted with fair housing through the use of translators who work for numerous state and local agencies, language lines and through material provided in other languages through Telamon.

4A-5. RRH Beds as Reported in the 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 2017 and 2018.

	2017	2018	Difference
RRH beds available to serve all populations in the HIC	17	22	5

4A-6. Rehabilitation or New Construction Costs. Are new proposed project applications requesting \$200,000 or more in funding for housing rehabilitation or new construction?

No

4A-7. Homeless under Other Federal Statutes.

No

Is the CoC 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
1C-5. PHA Administration Plan–Homeless Preference	No		
1C-5. PHA Administration Plan–Move-on Multifamily Assisted Housing Owners' Preference	No		
1C-8. Centralized or Coordinated Assessment Tool	Yes	HALS CoC Coordina...	09/13/2018
1E-1. Objective Criteria–Rate, Rank, Review, and Selection Criteria (e.g., scoring tool, matrix)	Yes		
1E-3. Public Posting CoC-Approved Consolidated Application	Yes		
1E-3. Public Posting–Local Competition Rate, Rank, Review, and Selection Criteria (e.g., RFP)	Yes		
1E-4. CoC's Reallocation Process	Yes	HALS CoC Realloca...	09/12/2018
1E-5. Notifications Outside e-snaps–Projects Accepted	Yes		
1E-5. Notifications Outside e-snaps–Projects Rejected or Reduced	Yes		
1E-5. Public Posting–Local Competition Deadline	Yes	Copy of HALS CoC ...	08/16/2018
2A-1. CoC and HMIS Lead Governance (e.g., section of Governance Charter, MOU, MOA)	Yes	HALS CoC & HMIS G...	09/12/2018
2A-2. HMIS–Policies and Procedures Manual	Yes	HMIS Policies and...	09/12/2018
3A-6. HDX–2018 Competition Report	Yes	MD-513 2018 HDX C...	08/16/2018
3B-2. Order of Priority–Written Standards	No	Orders of Priorit...	09/12/2018

3B-5. Racial Disparities Summary	No	HALS Racial Dispa...	09/12/2018
4A-7.a. Project List–Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
Other	No		
Other	No		
Other	No		

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: HALS CoC Coordinated Assessment Tool

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: HALS CoC Reallocation Process

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: Copy of HALS CoC Website soliciting new agencies to submit CoC Projects

Attachment Details

Document Description: HALS CoC & HMIS Governance Charter

Attachment Details

Document Description: HMIS Policies and Procedures Manual

Attachment Details

Document Description: MD-513 2018 HDX Competition Report

Attachment Details

Document Description: Orders of Priority - HALS CoC Policy

Attachment Details

Document Description: HALS Racial Disparity Analysis

Attachment Details

Document Description:

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Submission Summary

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


Page	Last Updated
1A. Identification	09/12/2018
1B. Engagement	09/12/2018
1C. Coordination	09/12/2018
1D. Discharge Planning	09/12/2018
1E. Project Review	09/12/2018
2A. HMIS Implementation	09/12/2018
2B. PIT Count	09/12/2018
2C. Sheltered Data - Methods	09/12/2018
3A. System Performance	09/12/2018
3B. Performance and Strategic Planning	09/12/2018
4A. Mainstream Benefits and Additional Policies	09/12/2018
4B. Attachments	Please Complete

FY2018 CoC Application	Page 46	09/13/2018
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Submission Summary

No Input Required

Homeless Alliance for the Lower Shore Continuum of Care (CoC) Policy

Procedure: Monitoring Process for CoC Funded Programs and Reallocation Process		Effective:	Revised: 8/30/2016
Approved by:	Name: 	Date:	9-9-16

I. Purpose

Need to develop a monitoring process for all Permanent Supportive Housing Programs based on using the following HUD objectives: (1) increase progress towards ending chronic homelessness; (2) Increasing housing stability; (3) Increase project participants' income; (4) Increase the # of participants obtaining mainstream benefits. The Monitoring process may recommend reallocation if a program is not meeting CoC goals.

II. Policy

Homeless Alliance for the Lower Shore (HALS) Continuum of Care (CoC) will collaborate with each CoC funded PSH program to insure that HUD objectives are being met. If the CoC determines that a PSH program is not meeting the objectives, additional assistance will be given by members of the CoC Governance Board. If these efforts are not successful, the Governance Board may recommend reallocation to the CoC for a vote. In addition, at the start of the CoC Competition, CoC funded programs will be asked if they desire to reallocate their projects. As all of the HALS CoC Funded Projects provide permanent supportive housing, reallocation does not help achieve the goal of providing more permanent supportive housing in the CoC.

III. Procedure for Local Implementation Plan -- Monitoring of CoC Funded Projects

- All PSH Programs will prioritize placement of chronically homeless individuals and families when filling PSH vacancies.
- PSH Programs will use an updated intake form to capture updated income, disability and non-cash benefit amount for all program participants. This form will be used to update information in HMIS annually.
- HMIS system administrator will provide training and technical assistance to PSH staff to ensure accurate income, disability and non-cash benefits amounts is entered into HMIS.
- The HALS CoC Monitoring and Ranking Committee will review HMIS generated Annual Progress Reports bi-annually and expenditure data to determine if funding is being spent appropriately.
- To assist the monitoring process, the HMIS Administrator will capture APR data into a spreadsheet to ensure that HUD objectives are being met.
- Any findings by the Monitoring Committee will be sent to PSH Program staff with a date for a required response.
- After the response is received, the Monitoring Committee will determine if additional

assistance is needed by any of the PSH Programs. The Governance Committee will arrange for the additional assistance.

- If the additional assistance is not successful and the PSH Program cannot meet the CoC goals, the Governance Board may recommend reallocation to the CoC for a vote.
- The PSH Program will be notified in writing of the decision of the CoC.

IV. Procedure for Local Implementation Plan – CoC ranking of CoC funded Projects

- At the start of the CoC NOFA CoC Competition, the Monitoring and Ranking Subcommittee will be assembled from CoC members who have the expertise to review the project applications, APRs and spreadsheets documenting the performance of CoC funded projects from the previous year. No CoC funded Program staff will be allowed to participate in the ranking of the projects.
- The Monitoring and Ranking Subcommittee will score each renewal project on a 100 points based upon 10 criteria that evaluates: (1) Applicant capacity and active CoC participation; (2) Match provided for the grant (3) Addressing the needs of the Chronically Homeless; (4) Project follows a Housing First model; (5) HMIS entries; (6) Bed Utilization Rates; (7) Budget review of grant and expenditures including funds recaptured by HUD; (8) Project applicants maintain housing stability to meet HUD and CoC objectives; (9) Project increases participant income; and (10) Timely drawdowns of funds in eLOCCS.
- For New Projects, CoC Monitoring and Ranking Subcommittee will score based upon the plan to address the criteria above, with the exception of #10. For #10, new projects will be scored to determine if placement of this project above existing projects will result in the displacement of participants currently housed, therefore contributing to increased homelessness.
- After scoring the projects, the Subcommittee will rank the projects for inclusion in the CoC Priority Listing. This ranking will be shared with the CoC Funded Projects being reviewed.
- At the next CoC meeting, the full CoC will vote to approve or modify the Subcommittee's recommendation for the CoC Priority Listing which will be the final that will be posted to the HALS CoC Website and sent to HUD along with the CoC Application.

V. Procedures for Local Implementation Plan – Reallocation

- Just prior to the CoC NOFA Competition, each CoC Funded Projects will be asked about their desire to voluntarily reallocate their project.
- Monitoring Process – If problems are identified in III above as a result of annual Program monitoring and the issues are not corrected within the specified time period, the Governance Committee may notify the CoC Funded PSH program that they will recommend reallocation to the full CoC. At the next CoC meeting following the notice to the CoC Funded Program, the findings of the Monitoring Review will be given to the full CoC and they will be asked to vote on whether or not to reallocate the Project in the new CoC NOFA Competition.
- CoC Ranking Review – Scores below 70 in the prior CoC NOFA competition will be recommended for reallocation in next year's competition and voted upon by the full CoC.

2018 HDX Competition Report

PIT Count Data for MD-513 - Wicomico, Somerset, Worcester Counties CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count	262	260	292
Emergency Shelter Total	189	181	228
Safe Haven Total	0	0	0
Transitional Housing Total	36	37	32
Total Sheltered Count	225	218	260
Total Unsheltered Count	37	42	32

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	33	41	56
Sheltered Count of Chronically Homeless Persons	17	31	41
Unsheltered Count of Chronically Homeless Persons	16	10	15

2018 HDX Competition Report

PIT Count Data for MD-513 - Wicomico, Somerset, Worcester Counties CoC

Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	19	14	32
Sheltered Count of Homeless Households with Children	18	14	31
Unsheltered Count of Homeless Households with Children	1	0	1

Homeless Veteran PIT Counts

	2011	2016	2017	2018
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	33	19	32	23
Sheltered Count of Homeless Veterans	26	17	24	21
Unsheltered Count of Homeless Veterans	7	2	8	2

2018 HDX Competition Report

HIC Data for MD-513 - Wicomico, Somerset, Worcester Counties CoC

HMIS Bed Coverage Rate

Project Type	Total Beds in 2018 HIC	Total Beds in 2018 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	198	17	181	100.00%
Safe Haven (SH) Beds	0	0	0	NA
Transitional Housing (TH) Beds	43	0	43	100.00%
Rapid Re-Housing (RRH) Beds	22	0	22	100.00%
Permanent Supportive Housing (PSH) Beds	265	0	265	100.00%
Other Permanent Housing (OPH) Beds	0	0	0	NA
Total Beds	528	17	511	100.00%

2018 HDX Competition Report

HIC Data for MD-513 - Wicomico, Somerset, Worcester Counties CoC

PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC	2018 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	59	69	69

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

Households with Children	2016 HIC	2017 HIC	2018 HIC
RRH units available to serve families on the HIC	3	4	0

Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC	2018 HIC
RRH beds available to serve all populations on the HIC	17	17	22

2018 HDX Competition Report

FY2017 - Performance Measurement Module (Sys PM)

Summary Report for MD-513 - Wicomico, Somerset, Worcester Counties 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 FY2017 DATA: If you provided revised FY2017 data, the original FY2017 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.

2018 HDX Competition Report

FY2017 - Performance Measurement Module (Sys PM)

	Universe (Persons)			Average LOT Homeless (bed nights)				Median LOT Homeless (bed nights)			
	Submitted FY 2016	Revised FY 2016	FY 2017	Submitted FY 2016	Revised FY 2016	FY 2017	Difference	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
1.1 Persons in ES and SH	901		1082	76		67	-9	74		40	-34
1.2 Persons in ES, SH, and TH	944		1127	93		95	2	76		45	-31

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 2016	Revised FY 2016	FY 2017	Submitted FY 2016	Revised FY 2016	FY 2017	Difference	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	899		1089	171		326	155	85		91	6
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	950		1130	196		343	147	89		99	10

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FY2017 - 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 2016	FY 2017	Revised FY 2016	FY 2017	% of Returns	Revised FY 2016	FY 2017	% of Returns	Revised FY 2016	FY 2017	% of Returns	FY 2017	% of Returns
Exit was from SO		0		0			0			0		0	
Exit was from ES		296		43	15%		35	12%		16	5%	94	32%
Exit was from TH		31		4	13%		3	10%		2	6%	9	29%
Exit was from SH		0		0			0			0		0	
Exit was from PH		185		10	5%		8	4%		9	5%	27	15%
TOTAL Returns to Homelessness		512		57	11%		46	9%		27	5%	130	25%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

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FY2017 - 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 2016 PIT Count	January 2017 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	262	260	-2
Emergency Shelter Total	189	181	-8
Safe Haven Total	0	0	0
Transitional Housing Total	36	37	1
Total Sheltered Count	225	218	-7
Unsheltered Count	37	42	5

Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
Universe: Unduplicated Total sheltered homeless persons	954		1127	173
Emergency Shelter Total	903		1077	174
Safe Haven Total	0		0	0
Transitional Housing Total	81		58	-23

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FY2017 - 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 2016	Revised FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	122		130	8
Number of adults with increased earned income	4		7	3
Percentage of adults who increased earned income	3%		5%	2%

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

	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	122		130	8
Number of adults with increased non-employment cash income	29		59	30
Percentage of adults who increased non-employment cash income	24%		45%	21%

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

	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	122		130	8
Number of adults with increased total income	29		63	34
Percentage of adults who increased total income	24%		48%	24%

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FY2017 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	24		32	8
Number of adults who exited with increased earned income	3		1	-2
Percentage of adults who increased earned income	13%		3%	-10%

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

	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	24		32	8
Number of adults who exited with increased non-employment cash income	18		10	-8
Percentage of adults who increased non-employment cash income	75%		31%	-44%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	24		32	8
Number of adults who exited with increased total income	18		10	-8
Percentage of adults who increased total income	75%		31%	-44%

2018 HDX Competition Report

FY2017 - 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 2016	Revised FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	827		976	149
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.	212		249	37
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)	615		727	112

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

	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	1075		1193	118
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.	258		302	44
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.)	817		891	74

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FY2017 - 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 FY2017 (Oct 1, 2016 - Sept 30, 2017) 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 2016	Revised FY 2016	FY 2017	Difference
Universe: Persons who exit Street Outreach	0		22	22
Of persons above, those who exited to temporary & some institutional destinations	0		4	4
Of the persons above, those who exited to permanent housing destinations	0		15	15
% Successful exits			86%	

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

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FY2017 - Performance Measurement Module (Sys PM)

	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	969		1074	105
Of the persons above, those who exited to permanent housing destinations	495		354	-141
% Successful exits	51%		33%	-18%

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

	Submitted FY 2016	Revised FY 2016	FY 2017	Difference
Universe: Persons in all PH projects except PH-RRH	308		316	8
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	304		304	0
% Successful exits/retention	99%		96%	-3%

2018 HDX Competition Report

FY2017 - SysPM Data Quality

MD-513 - Wicomico, Somerset, Worcester Counties CoC

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

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

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

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FY2017 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017
1. Number of non-DV Beds on HIC	140	190	167	160	49	50	46	41	196	216	253	264	2	27	17	17				
2. Number of HMIS Beds	140	190	167	160	49	50	46	41	179	186	186	264	2	27	17	17				
3. HMIS Participation Rate from HIC (%)	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	91.33	86.11	73.52	100.00	100.00	100.00	100.00	100.00				
4. Unduplicated Persons Served (HMIS)	674	853	902	1077	86	77	82	58	219	245	289	310	155	294	336	279	0	0	0	21
5. Total Leavers (HMIS)	595	715	726	927	50	42	33	35	24	30	40	55	97	222	286	198	0	0	0	6
6. Destination of Don't Know, Refused, or Missing (HMIS)	184	59	19	0	13	1	0	0	0	0	0	0	5	2	0	0	0	0	0	0
7. Destination Error Rate (%)	30.92	8.25	2.62	0.00	26.00	2.38	0.00	0.00	0.00	0.00	0.00	0.00	5.15	0.90	0.00	0.00				0.00

2018 HDX Competition Report

Submission and Count Dates for MD-513 - Wicomico, Somerset, Worcester Counties CoC

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2018 PIT Count	1/24/2018	

Report Submission Date in HDX

	Submitted On	Met Deadline
2018 PIT Count Submittal Date	4/29/2018	Yes
2018 HIC Count Submittal Date	4/29/2018	Yes
2017 System PM Submittal Date	5/30/2018	Yes