Before Starting the CoC Application

You must submit all three of the following parts in order for us to consider your Consolidated Application complete:

1. the CoC Application,
2. the CoC Priority Listing, and
3. all the CoC's project applications that were either approved and ranked, or rejected.

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The FY 2024 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2024 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.

Your CoC Must Approve the Consolidated Application before You Submit It
- 24 CFR 578.9 requires you to compile and submit the CoC Consolidated Application for the FY 2024 CoC Program Competition on behalf of your CoC.
- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

Answering Multi-Part Narrative Questions
 Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

Attachments
 Questions requiring attachments to receive points state, "You Must Upload an Attachment to the 4B. Attachments Screen." Only upload documents responsive to the questions posed–including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.
 - Attachments must match the questions they are associated with–if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.
 - We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

1A. Continuum of Care (CoC) Identification

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
   - FY 2024 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
   - Frequently Asked Questions

1A-1. CoC Name and Number: PA-605 - Erie City & County CoC

1A-2. Collaborative Applicant Name: County of Erie

1A-3. CoC Designation: CA

1A-4. HMIS Lead: County of Erie

1B. Coordination and Engagement–Inclusive Structure and Participation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
    - FY 2024 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
   - Frequently Asked Questions

1B-1.	Inclusive Structure and Participation–Participation in Coordinated Entry.	
	NOFO Sections V.B.1.a.(1), V.B.1.e., V.B.1f., and V.B.1.p.	

	In the chart below for the period from May 1, 2023 to April 30, 2024:
1.	select yes or no in the chart below if the entity listed participates in CoC meetings, voted–including selecting CoC Board members, and participated in your CoC's coordinated entry system; or
2.	select Nonexistent if the organization does not exist in your CoC's geographic area:

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing CoC Board Members	Participated in CoC's Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
3.	Disability Advocates	Yes	Yes	Yes
4.	Disability Service Organizations	Yes	Yes	Yes
5.	EMS/Crisis Response Team(s)	Yes	No	No
6.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
7.	Hospital(s)	Yes	No	No
8.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
9.	Law Enforcement	Yes	No	No
10.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	No	No
11.	LGBTQ+ Service Organizations	Yes	No	No
12.	Local Government Staff/Officials	Yes	No	Yes
13.	Local Jail(s)	Yes	No	Yes
14.	Mental Health Service Organizations	Yes	Yes	Yes
15.	Mental Illness Advocates	Yes	Yes	Yes
16.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes

17.	Organizations led by and serving LGBTQ+ persons	Yes	No	No
18.	Organizations led by and serving people with disabilities	Yes	No	No
19.	Other homeless subpopulation advocates	Yes	Yes	Yes
20.	Public Housing Authorities	Yes	No	No
21.	School Administrators/Homeless Liaisons	Yes	No	No
22.	Street Outreach Team(s)	Yes	Yes	Yes
23.	Substance Abuse Advocates	Yes	No	Yes
24.	Substance Abuse Service Organizations	Yes	No	Yes
25.	Agencies Serving Survivors of Human Trafficking	Yes	No	Yes
26.	Victim Service Providers	Yes	No	Yes
27.	Domestic Violence Advocates	Yes	No	Yes
28.	Other Victim Service Organizations	Yes	No	Yes
29.	State Domestic Violence Coalition	Yes	No	No
30.	State Sexual Assault Coalition	Yes	No	No
31.	Youth Advocates	Yes	No	No
32.	Youth Homeless Organizations	Yes	No	No
33.	Youth Service Providers	Yes	No	No
	Other: (limit 50 characters)			
34.	Landlords	Yes	No	No
35.				

	1B-1a.	Experience Promoting Racial Equity.	
		NOFO Section III.B.3.c.	

Describe in the field below your CoC's experience in effectively addressing the needs of underserved communities, particularly Black and Brown communities, who are substantially overrepresented in the homeless population.

(limit 2,500 characters)

Our CoC is addressing the needs of underserved communities including black and brown communities by having persons of color represented on our board, our subcommittees, provider staff on our Master List Prioritization meetings and by recruiting CoC members who are persons of color. There are HUD housing providers in our CoC serving in communities that are underserved that are led by persons of color. Having persons of color who serve homeless from black and brown communities is vital in helping our CoC identify, and address barriers homeless persons of color often face. One barrier identified is that persons of color, including homeless persons of color are overrepresented in our criminal justice system are more likely to be denied rental housing due to criminal records. In order, to overcome this barrier, Erie County applied for and were awarded funds for a landlord incentive program for our PSH and RRH participants. The funds provided a signing bonus, vacancy loss and damages. To date, 55% of households served with these funds were persons of color and 45% were African American, many living in underserved communities. The funds also helped us recruit 20 new landlords for our HUD program. Our CoC (lead applicant) reached out to service organizations in underserved communities, and they provided information to Street Outreach teams, who also employ persons of color, to go to these communities to assess and refer persons to our housing programs. Street Outreach has served 93 persons of color since the beginning of 2024 (46% of persons served in SO). The CoC has also reached out to 3 agencies that do revitalization work in black and brown communities by email two months ago to set up a meeting. Our CoC wanted help from them to get input on the numbers of homeless persons in their communities and input on how to assist to reduce these numbers. We did not receive a response to date but have sent follow up emails. In addition to the public posting funding opportunities by our CoC, we send the funding opportunities directly by email to three community centers who serve diverse racial communities in our CoC. Our CoC partnered with two agencies that provide affordable housing for underserved communities to fund two projects (with Emergency Rental Assistance funds) whose site locations are in underserved communities, including one project that is being built on land where the underground railroad ran through Erie.

1B-2.	Open Invitation for New Members.	
	NOFO Section V.B.1.a.(2)	

		Describe in the field below how your CoC:
	1.	communicated a transparent invitation process annually (e.g., communicated to the public on the CoC's website) to solicit new members to join the CoC;
	2.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and
	3.	invited organizations serving culturally specific communities experiencing homelessness in your CoC's geographic area to address equity (e.g., Black, Latino, Indigenous, LGBTQ+, and persons with disabilities).

(limit 2,500 characters)

1)The Erie County Continuum of Care (CoC) is an open collaboration that welcomes all who are interested in addressing homelessness and housing issues. All CoC full coalition and committee meetings are open to anyone who wishes to attend. For those who wish to participate in the decision-making process, the CoC requires membership. Becoming a member is a transparent process which is publicized on the website of the CoC: www.endhomelessnesseriecountypa.org. The CoC website link is also provided on the lead applicant's website: https://eriecountypa.gov/departments/human-services/housing-and-homelessness/. The Google Forms membership application found on the website can easily be completed via phone, tablet or computer. Paper membership applications are available at various events throughout the community and can also be directly emailed upon request. Membership applications are reviewed for approval by our Governing Board on a bi-monthly basis.2)CoC members share current homeless information at the Mayor's Roundtable for Disabilities meeting monthly, including how to become a CoC member. A CoC representative attends these quarterly meetings which consist of physical disability providers, health providers, MH providers, D&A providers, and other disability agencies, to inform attendees of issues the CoC is working on as well as encourage participation. Representatives of the CoC have regular contact with leaders of agencies attending these meetings and encourage their participation in the CoC process. Our website has easily accessible electronic membership forms and information available for individuals with disabilities. The lead applicant agency is part of Erie County Department of Human Services alongside County offices of MH/ID. Within the departments there is ongoing communication and dialogue between departments and how they can work together to assist clients. There are existing relationships with other county departments which many with lived experience utilize, i.e. drug and alcohol and Children/Youth services.3)This past year the CoC continued targeted outreach efforts to various organizations representing diverse populations, as well as those that serve high levels of diverse populations. Members of the NAACP and the Mayor's Office Liaison for New Americans representing culturally diverse communities are engaged in our committees. New members of persons from culturally diverse backgrounds joined our CoC and participated on multiple committees.

1B-3.	CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section V.B.1.a.(3)	

	Describe in the field below how your CoC:
1.	solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;
2.	communicated information during public meetings or other forums your CoC uses to solicit public information;
3.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and
4.	took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.

(limit 2,500 characters)

1)The CoC has several strategies to solicit opinions to prevent and end homelessness. One strategy is we have presentations from different service/housing providers at every CoC bi-monthly meetings, targeting agencies that have new programs serving the homeless or ones that align with our strategic plan. This year our CoC partnered with PA DHS who did an in-person training in Erie and 2 virtual follow-up trainings specifically for Erie to help initiate more SOAR training to our housing and service providers. Our CoC solicits information from a homeless advocacy group comprised of persons with lived experience who created an app available on our CoC website for newly homeless persons that has a map of Erie showing locations of all service providers, shelters, soup kitchens etc in Erie. Our CoC provides and attends training, workshops, and local conferences including trauma informed, DV and HUD workshops and meeting with our HUD TA monthly. 2) There is a presentation/training from service/housing providers at the beginning of every public bi-monthly CoC meeting. Our sub-committees provide updates on their work and the City (ESG recipient) and County (CoC lead) provide funding/program updates at every COC meeting. Time is set aside at the end of the CoC for the public to provide input and feedback on homelessness initiatives. Our public CoC website was updated this year to include new data dashboards with CoC homelessness data. 3) CoC representatives attend the Mayor's Roundtable Meeting for Disabilities. There is a timeslot for homeless updates where persons with disabilities/disability organizations can provide input on how to best serve disabled homeless persons. All public CoC meetings and disability meetings are held at handicap accessible facilities with a virtual option. Information on how to join a sub-committee on our CoC is shared at both these meetings and subcommittee meetings are held virtually for easy access. 4) Input shared at our CoC and client services meeting led to improvements where the County partnered with our Winter shelter volunteers to use their work release building which is no longer in operation to provide a single place for winter shelter instead of churches and Erie County applied to get grant funds to provide staffing to support the winter shelter volunteers. Information from our CoC meeting was also to develop policies and procedures for a new Street outreach program, bolstering Street outreach by more than double.

| | 1B-4. | Public Notification for Proposals from Organizations Not Previously Awarded CoC Program Funding. | |
| | | NOFO Section V.B.1.a.(4) | |

		Describe in the field below how your CoC notified the public:
	1.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;
	2.	about how project applicants must submit their project applications–the process;
	3.	about how your CoC would determine which project applications it would submit to HUD for funding; and
	4.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats.

(limit 2,500 characters)

1)Our NOFO announcement is posted on 2 public websites, our County website and our CoC website to reach a large network of providers. Our CoC website markets to housing providers and stakeholders, and our County DHS website targets all service providers. Our CoC outreaches to new organizations at our bi-monthly CoC meeting about funding opportunities including the CoC NOFO all year long and we target new organizations for presentations before each meeting. The CoC encourages new organizations to apply for HUD CoC funds and additional emails are sent to organizations outside our CoC listserv encouraging organizations that have not applied for or received HUD to apply for the CoC NOFO. We target emails to organizations who serve persons of color, immigrants and agencies who employ persons representative of the population they serve who may not know about the CoC funding, and the link to the publicly posted announcements on our CoC website is in these targeted emails. 2) The publicly posted announcement on our CoC and County websites include detailed instructions of how to apply for CoC funds, including what you can apply for and how much funds are available. They include the NOFO, all HUD links to NOFO forms, project applications, and detailed instructions. Because we are a smaller CoC, we can address any questions regarding NOFO requirements on an individual basis. The lead applicant's contact information for questions about the application process and NOFO submission is provided on the publicly available NOFO announcement on our CoC website.3) The ranking and scoring subcommittee, the CoC lead and CoC planning grant provider collaborated to draft our CoC Written Standard Rating and Ranking Policies which is posted with the NOFO announcement to provide transparency on how projects will be scored and ranked .To rate all renewals in a fair and impartial manner, we use the HUD project rating and ranking tool that scores based on performance measures, project effectiveness, equity factors, data quality, and fund utilization based on objective criteria. The rating and ranking policies also have HUD thresholds and local CoC thresholds that state the minimum requirements for acceptance of applications. 4) The NOFO is publicly posted on 2 different websites providing easily accessible formats (PDF and Word) and links. It is announced at the public Mayor's Roundtable for Disabilities meeting and at our public CoC meeting which several disability organizations attend

1C. Coordination and Engagement

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
  - FY 2024 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
  - Frequently Asked Questions

1C-1.	Coordination with Federal, State, Local, Private, and Other Organizations.	
	NOFO Section V.B.1.b.	

	In the chart below:
1.	select yes or no for entities listed that are included in your CoC's coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or
2.	select Nonexistent if the organization does not exist within your CoC's geographic area.

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with the Planning or Operations of Projects?
1.	Funding Collaboratives	Yes
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Yes
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBTQ+ persons	Yes
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Yes
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	
18.	Social Security Office	Yes

1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section V.B.1.b.	

	In the chart below select yes or no to indicate whether your CoC:	

1.	Consulted with ESG Program recipients in planning and allocating ESG Program funds?	Yes
2.	Provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area?	Yes
3.	Ensured local homelessness information is communicated and addressed in the Consolidated Plan updates?	Yes
4.	Coordinated with ESG recipients in evaluating and reporting performance of ESG Program recipients and subrecipients?	Yes

1C-3.	Ensuring Families are not Separated.	
	NOFO Section V.B.1.c.	

	Select yes or no in the chart below to indicate how your CoC ensures emergency shelter, transitional housing, and permanent housing (PSH and RRH) do not deny admission or separate family members regardless of each family member's self-reported sexual orientation and gender identity:	

1.	Conducted mandatory training for all CoC- and ESG-funded service providers to ensure families are not separated?	Yes
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure family members are not separated?	Yes
3.	Worked with CoC and ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients?	Yes
4.	Worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within your CoC's geographic area that might be out of compliance and took steps to work directly with those facilities to bring them into compliance?	Yes
5.	Sought assistance from HUD by submitting questions or requesting technical assistance to resolve noncompliance by service providers?	Yes

1C-4.	CoC Collaboration Related to Children and Youth–SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

	Select yes or no in the chart below to indicate the entities your CoC collaborates with:	

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	Yes
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

1C-4a.	Formal Partnerships with Youth Education Providers, SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Describe in the field below the formal partnerships your CoC has with at least one of the entities where you responded yes in question 1C-4.

(limit 2,500 characters)

Through our CoC's written standards, as well as MOUs with SEA's, LEA's, and local school districts, our CoC ensures that a systemwide process is followed regarding children experiencing homelessness. This process ensures that children experiencing homelessness are being provided access to transportation, school equipment, food (access to free meals), and the ability to maintain school stability by remaining in their current/home school. This occurs through collaboration with homeless education liaisons, our CoC's children and youth office, early intervention service providers, and other youth education providers. One of our CoC's formal partnerships exists between local school districts and our CoC's children and youth office. When a family is reported to be homeless, school districts and homeless education liaisons collaborate and refer children and their families to connect them with appropriate supportive services such as case management, rental assistance, transportation, and other needed resources.

1C-4b.	Informing Individuals and Families Who Have Recently Begun Experiencing Homelessness about Eligibility for Educational Services.	
	NOFO Section V.B.1.d.	

Describe in the field below written policies and procedures your CoC uses to inform individuals and families who have recently begun experiencing homelessness of their eligibility for educational services.

(limit 2,500 characters)

Our CoC's written standards include policies and procedures that mandate all children of families residing in CoC and ESG funded projects have equal access to the same free and appropriate public education (including preschool education) that is provided to other children and youth. This is also a requirement in the CoC lead applicant's contract with HUD and with it's subrecipients. Additionally, recipients and subrecipients work with children and their families as well as school districts to ensure that children remain in their home school (where they were prior to entering the program), if possible. Shelters and PSH/RRH providers are required to work with our school districts homeless liaison's for transportation. Our CoC includes educational service requirements in subrecipient contracts. It is a requirement that the language in these contracts aligns with subtitle B of title VII of the McKinney-Vento Act. Our CoC also requires that all subrecipients incorporate this language into their organizational policies and procedures to ensure that individuals and families who are experiencing homelessness are informed of their eligibility for educational services. Our CoC confirms that subrecipients are complying with this during contracting and monitoring.

	1C-4c.	Written/Formal Agreements or Partnerships with Early Childhood Services Providers.	
		NOFO Section V.B.1.d.	

| | | Select yes or no in the chart below to indicate whether your CoC has written formal agreements or partnerships with the listed providers of early childhood services: | |

			MOU/MOA	Other Formal Agreement
1.	Birth to 3 years		No	Yes
2.	Child Care and Development Fund		No	No
3.	Early Childhood Providers		Yes	No
4.	Early Head Start		No	Yes
5.	Federal Home Visiting Program–(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)		No	No
6.	Head Start		No	Yes
7.	Healthy Start		No	No
8.	Public Pre-K		No	Yes
9.	Tribal Home Visiting Program		No	No
	Other (limit 150 characters)			
10.				

	1C-5.	Addressing Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking–Collaboration with Federally Funded Programs and Victim Service Providers.	
		NOFO Section V.B.1.e.	

| | | In the chart below select yes or no for the organizations your CoC collaborates with: | |

		Organizations	
	1.	State Domestic Violence Coalitions	Yes
	2.	State Sexual Assault Coalitions	Yes
	3.	Anti-trafficking Service Providers	Yes
		Other Organizations that Help this Population (limit 500 characters)	
	4.		

	1C-5a.	Collaborating with Federally Funded Programs and Victim Service Providers to Address Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
		NOFO Section V.B.1.e.	

		Describe in the field below how your CoC regularly collaborates with organizations that you selected yes to in Question 1C-5 to:	
	1.	update CoC-wide policies; and
	2.	ensure all housing and services provided in the CoC's geographic area are trauma-informed and can meet the needs of survivors.

(limit 2,500 characters)

1)Both our City and County DV providers are represented in the general membership of our CoC and go to our bi-monthly CoC meetings and both our CoC and ESP recipients sit on the Board of these meetings. At the meeting, the VSP staff provide new information and updates on DV initiatives and best practices used to update our Written Standards for CoC and ESG programs. Our largest VSP provider is a member of our monthly Coordinated Entry (CE) subcommittee which has members of both CoC and ESG funded providers, and she provides updates to DV policies. Information gathered from our DV providers at our CoC meeting and CE subcommittee, in addition to email correspondence with our VSP providers was used to update our emergency transfer policies and procedures that our applicable to our ESG funded shelters and our CoC housing programs. Information on these meetings also was used to update DV prioritization for housing programs in both our CoC Written Standards and CE Policies and Procedures to ensure fairness in prioritizing DV victims so they have as equal access to our CoC PSH/RRH housing programs and ESG funded RRH program as non-DV participants. Our CoC established requirements for HUD CoC and ESG providers to have DV training annually, and our VSP providers provide these trainings twice a year. DV providers including workers and victims with lived experience share best practices on these trainings. 2) A little over one year ago, the CoC established requirements for our HUD provider to have both DV and trauma-based training annually, and this was updated in our CoC Written Standards. Our City and County DV providers have annual trainings, including an all-day training called Purple One provided by our County DV provider which can meet the criteria for trainings for both DV and trauma informed training. Our City DV provider holds a similar all-day event which meets training requirements for CoC and ESG subrecipients. These events are popular and publicized on the radio and local news shows so they reach the CoC's entire geographic region. Event information is shared with our CoC listserv and is heavily attended by CoC and ESG providers in the city and county. Additional trainings and best practices are distributed to CoC, ESG and non-CoC housing providers on the HOME Team listserv including trainings and webinars from the National Coalition Against Domestic Violence and the PA Coalition Against Domestic Violence.

	1C-5b.	Implemented Safety Planning, Confidentiality Protocols in Your CoC's Coordinated Entry to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
		NOFO Section V.B.1.e.	

		Describe in the field below how your CoC's coordinated entry addresses the needs of DV survivors by including:
	1.	safety planning protocols; and
	2.	confidentiality protocols.

(limit 2,500 characters)

1)Our CoC's CE policies and procedures have specific protocols to ensure the safety of persons fleeing DV. The first two questions on a CE screening is whether the person is fleeing a DV situation and do they fear for their safety. If the person says yes to both questions, CE will call 911 on behalf of the person while staying on the line with the person (a warm handoff). All CE domestic violence calls are then directed to VSP provider unless the victim wants to go through CE. CE will then call our city or county DV provider with the person on the line to make a warm handoff to the DV provider. The VSP provider who manages the call will ensure immediately have a safe place to stay. If the victim has no place to stay, they can refer directly to the DV shelter or bridge housing services. Although CE encourages persons fleeing DV to seek services through our DV providers, the victim has the option of going through CE for shelter and housing services. In such cases, if the victim has no safe housing, CE will immediately refer to shelter. Both DV shelters and CoC emergency shelters provide transportation. CE also assists housing providers to facilitate an emergency transfer of a DV victim. 2) CE policies include VAWA confidentiality provisions, and that states CE will not release any personally identifying information or individual information collected in connection with services requested, utilized or denied regardless of whether the information has been encoded, encrypted, hashed or otherwise protected except when there is an informed, time limited release, statutory mandate or court mandate. CE policies include specific confidentiality protocols for both CE and DV providers. These include using a unique identification number which does not include any identifying information. Our CoC also has established protocol where victims go through our city VSP provider for assessments, prioritization, and referrals for housing services instead of going through CE to ensure confidentiality. This also includes having a VSP staff attend our CE master list prioritization meetings, using unique identifying numbers with no PII to identify victims who are eligible for PSH and RRH services. If providers require identifying information, a release of information must be signed by the client. All paper documentation containing PII is required to be secured and locked and only sent through a secure server.

1C-5c.	Coordinated Annual Training on Best Practices to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

In the chart below, indicate how your CoC facilitates training for project staff and coordinated entry staff that addresses best practices on safety planning and confidentiality protocols:

		Project Staff	Coordinated Entry Staff
1.	Training Occurs at least annually?	Yes	Yes
2.	Incorporates Trauma Informed best practices?	Yes	Yes
3.	Incorporates Survivor-Centered best practices?	Yes	Yes
4.	Identifies and assesses survivors' individual safety needs?	Yes	Yes
5.	Enhances and supports collaboration with DV organizations?	Yes	Yes
6.	Ensures survivors' rights, voices, and perspectives are incorporated?	Yes	Yes
	Other? (limit 500 characters)		

7.			

	1C-5d.	Implemented VAWA-Required Written Emergency Transfer Plan Policies and Procedures for Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
		NOFO Section V.B.1.e.	

		Describe in the field below:
	1.	whether your CoC's written policies and procedures include an emergency transfer plan;
	2.	how your CoC informs all households seeking or receiving CoC Program assistance about their rights to an emergency transfer;
	3.	what your CoC requires households to do to request emergency transfers; and
	4.	what your CoC does in response to households requesting emergency transfers.

(limit 2,500 characters)

1) Over a year ago, Coordinated Entry, housing providers and the City and County DV agencies provided input to the CE lead applicant in developing a more comprehensive emergency transfer plan. Our CoC then updated policies and procedures for our emergency transfer plan in our Written Standards in June,2023. The policies include HUD guidelines documented in HUD forms 5380 (Notice of Occupancy Rights under VAWA) and 5381 (Model Emergency Transfer Plan). The updated Written Standards highlighting the emergency transfer plan were emailed with all CoC and ESG housing providers, announced at our public COC meeting and the updated Written Standards is available to the public on our CoC website. 2) Our CoC Written Standards have step by step procedures that detail how households request an emergency transfer. Our VSP provider and/or CE inform victims of DV of their right for an emergency transfer when referring to housing programs. They also make victims aware of their rights to choose shelter and housing service (if eligible) where they are referred. All victims of DV entering a HUD housing program including CoC PSH and RRH programs are provided with a HUD form 5383 on intake so they are aware of their VAWA rights as well as right to an emergency transfer and their right to transfer to an apartment/housing of their choice. All victims are provided a HUD form 5383 (emergency transfer form) they must fill out when requesting an emergency transfer. 3)In order to be eligible for an emergency transfer, participants must be a victim of domestic violence, feel they are threatened or in danger of harm from violence if they stay in the current unit, or have been a victim of sexual assault on the premises. They also must request an emergency transfer. Victims are given an emergency transfer form (HUD form 5383) to fill out or have someone fill it out on their behalf. In most cases, third party documentation of the violence should be provided by the victim, unless it is not safe to do so. 4) Our CoC Written Standards state that all Erie County CoC and ESG programs providing housing or rental assistance must allow DV victims to request an emergency transfer to another unit. The request is reviewed, and an incident report is filled out. Transportation and moving assistance is provided if necessary to facilitate the transfer. A referral to our VSP's legal services is offered to file a restraining order if needed.

	1C-5e.	Facilitating Safe Access to Housing and Services for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
		NOFO Section V.B.1.e.	

Describe in the field below how your CoC ensures households experiencing trauma or a lack of safety related to fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking have safe access to all of the housing and services available within your CoC's geographic area.

(limit 2,500 characters)

Our CoC updated several of our policies and procedures in our Written Standards and our Coordinate entry (CE) policies and procedures manual to accommodate DV victims to improve safe and fair access to all CoC housing programs and services. To accommodate DV victims, our VSP provider gives a choice to do the VI-SPDAT assessment with the victim, or our new prioritization assessment with CE. If they choose to have our new prioritization assessment with CE, releases are in place so Erie County can use data to score the assessment, and information is locked down where visibility is only given to Erie County and CE. If they choose to have the VI-SPDAT, our 2 VSP providers have protocols with CE to ensure safe, confidential referrals to all CoC and non-CoC funded housing programs. VSP provider staff who work with victims to receive housing services are required to be on our master list meetings for prioritization. At the beginning of the master list meeting, CE asks the VSP provider if they have any referrals. To provide fairness for DV persons receiving a VI-SPDAT/Erie County prioritization assessment, the VSP provider's input will be weighed heavily in making a referral to the appropriate housing service, even if the service does not fall in the range of the assessment score which is similar to our policy that our Master List team makes the final prioritization for participants receiving a prioritization assessment. Safety protocols are in places and the VSP provider is not allowed to share any PII during discussions of placement for DV providers. Unique identifying numbers are used to track referrals for CE and housing providers. If any VSP provider has a HUD RRH program (Our City's RRH grant expires at the end of November) they may bypass our CE prioritization procedures for assessments and referrals and do their own assessments/referrals for DV victims. Monitoring and invoice information from VSP providers requires removal of all PII information in charts and use of unique identifying numbers. Last year our CoC updated and provided specific, written emergency transfer policies and procedures both in our Written Standards and CE policies and procedures. Our CoC also partners with our City DV provider who has an attorney on call and can often get a PFA for DV victims fleeing domestic violence that same day.

1C-5f.	Identifying and Removing Barriers for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

	Describe in the field below how your CoC ensures survivors receive safe housing and services by:
1.	identifying barriers specific to survivors; and
2.	working to remove those barriers.

(limit 2,500 characters)

1)Our CoC is proactive in identifying and reducing barriers for DV victims, so they are safe and have equal access to treatment. Both are VSP providers are on our CoC and come to bi-monthly CoC meetings and our Master List Prioritization meetings held twice a month. VSP providers provide our CoC, CE and housing providers with information and trainings to help us identify barriers for DV victims. Some barriers that have been identified by VSP providers and CE on our CoC committee and subcommittee meetings are that when DV victims on initially call CE or a VSP, they often initially need housing, transportation, and have immediate safety concerns. Additional barriers that have been identified for DV victims who are at shelter or in our housing programs are childcare, life skills, education and employment because the abuser often isolates the victim access to these services. VSP provider staff on our Master List meetings also have let us know confidentiality is also immediate barrier to accessing services.2) Our CoC works to remove barriers for victims of D&A by establishing procedures outlined in our Written Standards and CE policies and procedures. They include Sub-recipients and CE partnering with our local VSP providers, so DV participants have immediate access to shelter/bridge or friend or family willing to provide housing, immediate transportation to the housing location, and legal services to obtain a PFA quickly through our DV provider who has an on-call attorney. Our CE and HUD subrecipients partner with our VSPs who provide childcare to DV survivors and assist them in applying for Child Care Works, a State program that helps pay for child care. Our CE, HUD subrecipients and VSP partner with GECAC for GED and Adult Education classes for all participants including DV in our CoC programs. We partner with PA Career link for employment. All HUD subrecipients including our VSP providers, who have an RRH program, are required to be trained in confidentiality. Procedures in our Written Standards give choice for victims to get assessments and referrals through either our VSP providers or CE. VSP providers use a separate HMIS compatible database, Efforts to Outcome so referrals to CE can be made via secure email using the client's unique DV Master List number to ensure their safety. These procedures are outlined in our CE policies and procedures manual and assist CE and VSP providers in assessing, referring and housing DV victims as quickly as possible

1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender and Queer+–Anti-Discrimination Policy and Equal Access Trainings.	
	NOFO Section V.B.1.f.	

	1.	Did your CoC implement a written CoC-wide anti-discrimination policy ensuring that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination?	Yes
	2.	Did your 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 your CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access in Accordance With an Individual's Gender Identity in Community Planning and Development Programs (Gender Identity Final Rule)?	Yes

1C-6a.	Anti-Discrimination Policy–Updating Policies–Assisting Providers–Evaluating Compliance–Addressing Noncompliance.	
	NOFO Section V.B.1.f.	

	Describe in the field below:
1.	how your CoC regularly collaborates with LGBTQ+ and other organizations to update its CoC-wide anti-discrimination policy, as necessary to ensure all housing and services provided in the CoC are trauma-informed and able to meet the needs of LGBTQ+ individuals and families;
2.	how your CoC assisted housing and services providers in developing project-level anti-discrimination policies that are consistent with the CoC-wide anti-discrimination policy;
3.	your CoC's process for evaluating compliance with your CoC's anti-discrimination policies; and
4.	your CoC's process for addressing noncompliance with your CoC's anti-discrimination policies.

(limit 2,500 characters)

1)Our CoC has members that are LGBTQ and agencies that represent LGBTQ persons. They helped in updating our CoC standards including our Fair housing, anti-discriminatory and transgender policies. Our CoC also has Data, Racial Equity and Inclusion sub-committee that also worked on updating our anti-discrimination policies, but the chair had to resign so we are in the process of recruiting a chairperson to organize and run the meetings. All Trainings from LGBTQ organizations are regularly distributed to our COC listserv and information shared and are used to update CoC policies. Input from these organizations and the CoC subcommittee Data, Racial Equity and Inclusion helped update specific policies and procedures for transgender in our housing programs, emergency shelter and HMIS. Policies include allowing access to programs and shelters with the gender a person identifies with regardless of gender at birth. 2) Our CoC requires annual training on Fair Housing practices for all HUD providers. This included setting shelter standards for transgender, measuring racial equity project-wide through data in HMIS to ensure housing programs are following equal access policies, and. 3)All CoC programs are monitored annually for compliance with our Fair housing and anti-discrimination polies. Coordinated Entry are required to report all refusals of housing referrals to Erie County DHS for any reason if applicant is eligible and services are available. 4) Our Human Relations Commission has recently joined, and they are attending our CoC meetings. Our CoC and policies are being updated so they will handle any grievances and appeals for all CoC/ESG and non-HUD CoC and ESG housing providers. Our CoC written standards include corrective action required for providers that do not adhere to our Fair housing, Equal Access and Anti-discriminatory practices. These may include, but are not limited to, required training, provider policy changes, increased monitoring or loss of funding. Last year, CE reported Erie County shelters discriminating against transgendered, which led to updating transgender policies, mandatory training, and requirements to accept and not discriminate against transgendered persons.

1C-7.	Public Housing Agencies within Your CoC's Geographic Area–New Admissions–General/Limited Preference–Moving On Strategy.	
	NOFO Section V.B.1.g.	

You must upload the PHA Homeless Preference\PHA Moving On Preference attachment(s) to the 4B. Attachments Screen.
Enter information in the chart below for the two largest PHAs highlighted in gray on the current CoC-PHA Crosswalk Report or the two PHAs your CoC has a working relationship with–if there is only one PHA in your CoC's geographic area, provide information on the one:

Public Housing Agency Name	Enter the Percent of New Admissions into Public Housing or Housing Choice Voucher Program During FY 2023 who were experiencing homelessness at entry	Does the PHA have a General or Limited Homeless Preference?	Does the PHA have a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On?
Housing Authority of the City of Erie	22%	Yes-Public Housing	Yes
Erie County Housing Authority	18%	No	No

1C-7a.	Written Policies on Homeless Admission Preferences with PHAs.	
	NOFO Section V.B.1.g.	

	Describe in the field below:
1.	steps your CoC has taken, with the two largest PHAs within your CoC's geographic area or the two PHAs your CoC has working relationships with, to adopt a homeless admission preference–if your CoC only has one PHA within its geographic area, you may respond for the one; or
2.	state that your CoC has not worked with the PHAs in its geographic area to adopt a homeless admission preference.

(limit 2,500 characters)

1) Last year our CoC approached the City Housing Authority, HACE with a "Moving On" plan, which includes a thorough assessment and 6 months of additional supportive services to ensure person in our PSH programs are ready to "move on" and make a smooth transition to a voucher. In May this year we signed an MOU with HACE and all our PSH providers to provide housing choice vouchers for 10 persons that are in our HUD PSH programs and ready to move to independent community-based housing (see Moving On attachment and MOU). Two PSH providers have "moved" several participants from there PSH program to moving on vouchers. The Continuum of Care along with Multiple Stakeholders approached the Housing Authority of the City of Erie (HACE) to form a partnership which would provide both project-based vouchers and technical assistance for a housing initiative. This project creates a Single-site Housing First building with 50 units for Chronically Homeless persons. The project is not CoC funded but referrals will go through Coordinated Entry and data will be added in HMIS, and the CoC is part of the project Team. HACE's drafted administrative plan is to provide 50 vouchers for this project. Project applicants will be assessed and placed on our Master List prioritization. HACE has a letter of commitment to apply for for up to 50 units to support this project (see homeless preference attachments). Our CoC lead applicant Erie County DHS, worked with the Erie County DHS Office of Children in Youth and HACE to apply for the Fostering Youth to Independence grant which they were awarded in 2022. This grant gives vouchers to youth transitioning out of foster care who have no place to stay. During the pandemic, our CoC Lead and HACE met twice to begin plans to apply for Emergency Housing Vouchers (EHV). Plans stopped when we found out HUD did not allocate any EHV's to HACE. The County PHA are active members of our CoC and when contacted by our CoC last year they reported that they already have a significant number of vouchers available annually including vouchers for those who are homeless and already have a difficult time utilizing all their vouchers. However, our CoC's Street Outreach recently reported more homelessness including encampments in our CoC so the CoC emailed the County Housing Authority to set up a meeting. The County Housing Authority agreed to this meeting that will take is set next month (November). 2) Not Applicable.

| 1C-7b. | Moving On Strategy with Affordable Housing Providers. | |
| | Not Scored–For Information Only | |

| | Select yes or no in the chart below to indicate affordable housing providers in your CoC's jurisdiction that your recipients use to move program participants to other subsidized housing: | |

1.	Multifamily assisted housing owners	Yes
2.	PHA	Yes
3.	Low Income Housing Tax Credit (LIHTC) developments	Yes
4.	Local low-income housing programs	Yes
	Other (limit 150 characters)	
5.		

1C-7c.	Include Units from PHA Administered Programs in Your CoC's Coordinated Entry.	
	NOFO Section V.B.1.g.	

	In the chart below, indicate if your CoC includes units from the following PHA programs in your CoC's coordinated entry process:

1.	Emergency Housing Vouchers (EHV)	No
2.	Family Unification Program (FUP)	No
3.	Housing Choice Voucher (HCV)	No
4.	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	Yes
5.	Mainstream Vouchers	No
6.	Non-Elderly Disabled (NED) Vouchers	No
7.	Public Housing	Yes
8.	Other Units from PHAs:	
	Project Based Vouchers	Yes

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness.	
	NOFO Section V.B.1.g.	

1.	Did your CoC coordinate with a PHA(s) to submit a competitive joint application(s) for funding or jointly implement a competitive project serving individuals or families experiencing homelessness (e.g., applications for mainstream vouchers, Family Unification Program (FUP), other programs)?	Yes
		Program Funding Source
2.	Enter the type of competitive project your CoC coordinated with a PHA(s) to submit a joint application for or jointly implement.	Fostering Youth to Independence

1C-7e.	Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including Emergency Housing Voucher (EHV).	
	NOFO Section V.B.1.g.	

	Did your CoC coordinate with any PHA to apply for or implement funding provided for Housing Choice Vouchers dedicated to homelessness, including vouchers provided through the American Rescue Plan?	Yes

1D. Coordination and Engagement Cont'd

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
   - 24 CFR part 578;
     - FY 2024 CoC Application Navigational Guide;
   - Section 3 Resources;
   - PHA Crosswalk; and
    - Frequently Asked Questions

1D-1.	Preventing People Transitioning from Public Systems from Experiencing Homelessness.	
	NOFO Section V.B.1.h.	

	Select yes or no in the chart below to indicate whether your CoC actively coordinates with the public systems 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.

1.	Prisons/Jails?	Yes
2.	Health Care Facilities?	Yes
3.	Residential Care Facilities?	Yes
4.	Foster Care?	Yes

1D-2.	Housing First–Lowering Barriers to Entry.	
	NOFO Section V.B.1.i.	

1.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2024 CoC Program Competition.	4
2.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2024 CoC Program Competition that have adopted the Housing First approach.	4
3.	This number is a calculation of the percentage of new and renewal PSH, RRH, SSO non-Coordinated Entry, Safe Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in the FY 2024 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

1D-2a.	Project Evaluation for Housing First Compliance.	
	NOFO Section V.B.1.i.	

You must upload the Housing First Evaluation attachment to the 4B. Attachments Screen.
Describe in the field below:

1.	how your CoC evaluates every project–where the applicant checks Housing First on their project application–to determine if they are using a Housing First approach;	
2.	the list of factors and performance indicators your CoC uses during its evaluation;	
3.	how your CoC regularly evaluates projects outside of your local CoC competition to ensure the projects are using a Housing First approach; and	
4.	what your CoC has done to improve fidelity to Housing First.	

(limit 2,500 characters)

1)Our CoC evaluates CoC-funded projects using the United States of Interagency Council on Homelessness (USICH) Housing First Checklist to identify whether a Housing First approach is being utilized. Our CoC is currently in the process of updating our monitoring tool and process to include the use of HUD's Housing First Standards Assessment Tool. 2)The list of factors and performance indicators our CoC uses to evaluate compliance with Housing First include no requirement of income, sobriety or completion of treatment, lack of criminal record and criminal justice involvement, and good credit and tenant history. Our CoC's Written Standards mandate that all CoC-funded projects cannot reject any participant due to race, color, gender identity, sexual orientation, disability, criminal history, lack of or poor rental history. 3)Our CoC regularly evaluates projects outside of our local CoC competition to ensure the projects are using a Housing First approach by soliciting information, data, and input from providers through regular contact. Our Coordinated Entry (CE) provider, Erie County Care Management (ECCM), is required to report all referral cancellations by housing providers (that are not due to client or service ineligibility) to the CoC Lead Applicant. 4)To improve the fidelity to Housing First, our CoC revised our Written Standards to include mandating updated policies and procedures for all CoC and ESG Programs to ensure they are utilizing a Housing First Approach. Our CoC also requires emergency shelters (ESG and CoC-funded Programs) to update their policies and procedures to include specific language regarding Housing First. Our CoC requires ESG winter shelter programs to regularly review their ban lists to remove people and allow them to participate in programs and obtain shelter. Our CoC requires CoC-funded projects to participate in annual Housing First training. Additionally, our CoC is moving away from using the United States of Interagency Council on Homelessness (USICH) Housing First Checklist, to HUD's Housing First Standards Assessment Tool to identify whether CoC-funded projects are using a Housing First approach.

1D-3.	Street Outreach–Data–Reaching People Least Likely to Request Assistance.	
	NOFO Section V.B.1.j.	

Describe in the field below how your CoC tailored its street outreach to people experiencing homelessness who are least likely to request assistance.	

(limit 2,500 characters)

Our CoC tailored our street outreach to people experiencing homelessness who are least likely to request assistance through the full implementation of our Recovery Street Outreach program (RSO). RSO is facilitated through our Coordinated Entry (CE) provider, Erie County Care Management (ECCM), who also manages the PATH program. RSO utilizes a mobile street outreach model which allows outreach to be conducted across our entire CoC geographic area. In past years, our only funded Street Outreach (SO) program was PATH, and RSO has more than doubled the number of SO workers in our CoC. Since the RSO program began in December 2023 through September 2024, the RSO/PATH teams have located 20 homeless encampments covering our entire CoC. In addition to outreach at encampments, shelters, and soup kitchens, RSO conducts outreach to homeless persons who aren't at encampments or shelters but scattered at various locations in our CoC. This includes persons panhandling, sleeping in parking lots, and sleeping in cars, buildings, and alleys. RSO also goes into rural parts of the County once a week to locate and deliver services to homeless individuals. Because RSO/PATH is managed by our CE provider, the outreach teams quickly and efficiently complete housing assessments, make referrals, provide transport, and connect individuals to services. Our SO teams have built partnerships with local providers within our CoC. SO works closely with landlords to identify available housing units, leading to housing units being located and utilized quickly. SO attends our CoC's master list meetings where individuals on the prioritization list are reviewed and placed into RRH/PSH programs. SO is an integral part of this process because they have built rapport with individuals who may not be known by our homeless providers. Due to the rapport that SO builds with these individuals, they are easy to locate, and SO staff provide trusted support to those individuals as they are placed into housing. Once housing is obtained, SO will provide follow-up services to the clients to ensure that housing is a good fit, and support-service needs are met. SO also collaborates with the Erie County Office and Drug and Alcohol to obtain Narcan which is then distributed at encampments. SO partners with Community Health Workers, local law enforcement and their crisis response unit, local businesses, and a variety of Health Care providers and are active members of several of our Home Team Committees.

1D-4.	Strategies to Prevent Criminalization of Homelessness.	
	NOFO Section V.B.1.k.	

Select yes or no in the chart below to indicate your CoC's strategies to prevent the criminalization of homelessness in your CoC's geographic area:	

	Your CoC's Strategies	Engaged/Educated Legislators and Policymakers	Implemented Laws/Policies/Practices that Prevent Criminalization of Homelessness
1.	Increase utilization of co-responder responses or social services-led responses over law enforcement responses to people experiencing homelessness?	Yes	No
2.	Minimize use of law enforcement to enforce bans on public sleeping, public camping, or carrying out basic life functions in public places?	Yes	Yes
3.	Avoid imposing criminal sanctions, including fines, fees, and incarceration for public sleeping, public camping, and carrying out basic life functions in public places?	Yes	No

	4.	Other:(limit 500 characters)		

1D-5.		Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.	
		NOFO Section V.B.1.l.	

			HIC Longitudinal HMIS Data	2023	2024
		Enter the total number of RRH beds available to serve all populations as reported in the HIC or the number of households served per longitudinal HMIS data, e.g., APR.	Longitudinal HMIS Data	213	221

1D-6.	Mainstream Benefits–CoC Annual Training of Project Staff.	
	NOFO Section V.B.1.m.	

Indicate in the chart below whether your CoC trains program staff annually on the following mainstream benefits available for program participants within your CoC's geographic area:

	Mainstream Benefits	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI–Supplemental Security Income	Yes
3.	SSDI–Social Security Disability Insurance	Yes
4.	TANF–Temporary Assistance for Needy Families	Yes
5.	Substance Use Disorder Programs	Yes
6.	Employment Assistance Programs	Yes
7.	Other (limit 150 characters)	
	SOAR	Yes

1D-6a.	Information and Training on Mainstream Benefits and Other Assistance.	
	NOFO Section V.B.1.m	

		Describe in the field below how your CoC:
	1.	works with projects to collaborate with healthcare organizations, including those that provide substance use disorder treatment and mental health treatment, to assist program participants with receiving healthcare services, including Medicaid; and
	2.	promotes SSI/SSDI Outreach, Access, and Recovery (SOAR) certification of program staff.

(limit 2,500 characters)

1)The CoC lead applicant's attorney drafted and MOU between our largest PSH subrecipient's (ECCM) and Erie County Drug and Alcohol for substance abuse services. The MOU language states that Erie County Drug and Alcohol agreed to provide referrals, assessments and costs of treatment for all HUD participants in their new Self-Start expansion grant and their Self-Start renewal grant if they are not covered by private insurance. ECCM will assist participants in these projects to engage in services including assisting with calls, transportation, and adjust income for tenant participants having to go to inpatient treatment (see attached MOU in attachments). The MOU with Erie County Druga and Alcohol will also be signed between all HUD subrecipients with PSH and RRH projects so participants have access and can cover costs of substance abuse treatment. Our attorney has also reached out to our mental health managed care provider, Community Care Behavioral Health (CCBH) to assist with drafting an MOU between CCBH and HUD PSH and RRH subrecipients to participants to collaborate with mental health services including access, coordination of services, transportation, and costs of treatment. This MOU is planned to be completed and signed by the end of this year.
2) Erie County DHS, as the CoC lead applicant, has facilitated and hosted several SOAR implementation meetings. These meetings have been attended by the Assistant Director of the SOAR Technical Assistance Center as well as the SOAR state lead in Pennsylvania. These meetings were centered on providing education on the SOAR program and developing a strategic plan outlining how to implement a widespread SOAR initiative across our entire COC's geographic area. These meeting have been well attended by stakeholders who provide services to persons experiencing homelessness and has led to an increased interest and enrollment in the SOAR certification program. Currently, there are 8 people that have completed or are in the process of completing the extensive SOAR training. County DHS continues to engage stakeholders and has incentivized the completion of the SOAR certification program by adding points to project applications.

	ID-7.	Partnerships with Public Health Agencies–Collaborating to Respond to and Prevent the Spread of Infectious Diseases.	
		NOFO Section V.B.1.n.	

		Describe in the field below how your CoC effectively collaborates with state and local public health agencies to develop CoC-wide policies and procedures that:
	1.	respond to infectious disease outbreaks; and
	2.	prevent infectious disease outbreaks among people experiencing homelessness.

(limit 2,500 characters)

1)Our CoC has a strong, collaborative partnership with our local Erie County Department of Health (ECDH). They collaborate with Our Emergency Management Agency (EMA) and CoC Lead to support shelters and service agencies during any natural disaster or disease outbreak. This collaboration ensures all congregate shelters and known unsheltered locations are included in their Emergency Operation Plan for managing a natural disaster or health emergency. During an infectious disease outbreak in Erie County, ECDH Incident Command activates their Emergency Operation Plan. This plan includes emergency operations, epidemiology annexes, environmental team, mass care team, and public health preparedness plans. The ECDH recently contained a Hepatitis A case with a homeless individual through immediate public communication, screening, and vaccination clinics. 2)Our CoC's local Department of Health is a strong, collaborative partner offering a team of experts to support homeless providers in infectious disease prevention and safety protocols. Through our monthly CoC Homelessness and Healthcare committee meetings, ECDH staff and our 2 FQHC providers present local and state disease statistics, risk levels, and prevention protocols to a large team of homeless and healthcare service providers. Presentations guide direct service staff in disease prevention and management. These local partners have strong connections and now regularly collaborate by combining clinics with public meals, vaccinations, and screenings to improve access. This committee is currently piloting a new resource app with a QR code to broadly share health resources, weather closures, clinics, etc. with providers and participants. The ECDH Public Health Preparedness Coordinator is currently working with epidemiology experts and the ECDH health preparedness team to develop a template explaining infectious disease prevention and management. This template will be disseminated to our homeless service providers who will have the opportunity for training. This phase is slated for completion by year end. Next, our CoC Homelessness and Healthcare committee will work with the ECDH to write Infectious Disease Prevention and Management Policies and Procedures for our homeless service providers to follow. ECDH Health Educators and an FQHC Homeless Liaison also offer on-site education, testing, and inspections to help congregate and outreach providers design procedures to ensure the best safety measures are in place.

ID-7a.	Collaboration With Public Health Agencies on Infectious Diseases.	
	NOFO Section V.B.1.n.	

	Describe in the field below how your CoC:	
1.	effectively shared information related to public health measures and homelessness; and	
2.	facilitated communication between public health agencies and homeless service providers to ensure street outreach providers and shelter and housing providers are equipped to prevent or limit infectious disease outbreaks among program participants.	

(limit 2,500 characters)

1)Our CoC effectively shares information pertaining to public health measures with agencies serving people experiencing homelessness through partnerships with local health experts. The primary partnership is our CoC Homelessness and Healthcare committee. Monthly, Erie County Department of Health (ECDH) and Federally Qualified Health Center (FQHC) staff present infectious disease statistics, outbreak information, and preventative protocols to direct homeless service staff. Local hospital leadership share Emergency Department and Behavioral Health data to inform service providers of demographic and service trends. Other partners include inpatient and outpatient mental health staff and Medicare staff. Homeless service partners include emergency shelters, public meal staff, medical and homeless volunteers, and outreach workers. Information about public health measures was also shared on our broader CoC membership lists. 2)Our CoC Lead facilitates the Homelessness and Healthcare committee that partners healthcare and homeless service providers in sharing health-related information. This team has collaborated to complete projects in focus groups such as developing a unique workflow for each emergency department to effectively plan safe discharge for people experiencing homelessness. Our ECDH Public Health Preparedness Coordinator presented Infectious Disease Tools for this committee's review that explained preventing and managing the spread of infectious disease both in encampments and congregate settings. This team is piloting a new resource sharing app with a QR code for broadly disseminating health resources, weather closures, clinics, etc. with providers and participants. In addition, our local health department is conducting a community wide Health Needs Assessment that was shared with homeless service providers. The homeless service staff are assisting participants in completing these assessments and submitting them to the Health Department for inclusion in their study. One of our local hospitals recently organized the first Remote Area Medical (RAM) clinic in this area. This 2-day clinic offered free medical, dental and vision care to the community with no appointments or health insurance necessary. This clinic was very well received by our homeless providers who could bring people with little to no access to healthcare due to a multitude of barriers. The clinic served 310 patients, 36 of whom were referred to specialty care or primary health care.

1D-8.	Coordinated Entry Standard Processes.	
	NOFO Section V.B.1.o.	

		Describe in the field below how your CoC's coordinated entry system:
	1.	can serve everybody regardless of where they are located within your CoC's geographic area;
	2.	uses a standardized assessment process to achieve fair, equitable, and equal access to housing and services within your CoC;
	3.	collects personal information in a trauma-informed way; and
	4.	is updated at least annually using feedback received from participating projects and households that participated in coordinated entry.

(limit 2,500 characters)

1)Our CE process uses a 24/7 phone hotline which is accessible to call throughout the CoC geographic region. This number is available on many public websites including our CoC website and Erie County website. Our CoC website has a 211 directory, a County resource directory and an app created by persons with lived experience which has the CE number, housing provider numbers and maps showing where homeless persons can find shelter and other resources. Our CE provider, ECCM has a new Street Outreach program that covers 100% of the CoC's geographic area. They share CE job duties including assessments, calling CE, and locating persons for our housing programs. They go out in teams and can visit homeless encampments that were unsafe to go to previously, including those in rural areas (this increased our unsheltered PIT count by 40%). Walk-in appointments are also at the CE provider office. 2) Our assessment/prioritization process in our Written Standards is publicly posted on our CoC site. Our new prioritization tool uses data with participant info to create an objective standardized assessment and considers special populations including chronically homeless, criminal records and PH, MH and D&A vulnerabilities.. Separate assessments are used for individuals, families and DV (due to confidentiality of DV victims). Our CoC has a master list meeting 1-2 times a month to review persons assessed and their assessments for openings in our housing programs. Final consideration for a PSH opening is decided at the Master list meeting based on persons assessment. Meetings consist of providers from housing programs, street outreach, DV and the VA. DV staff provide context for DV persons assessed with the VI-SPDAT to ensure fairness.3) All CE, CoC and Outreach staff are required to have trauma training. Our new Street outreach team run by our CE provider shares in CE duties have built trust with unsheltered communities, so they are more likely to be assessed by them. Our data-based prioritization tool is less invasive and has half the amount of participant questions as the VI-SPDAT 4) Our CE sub-committee meets monthly and has already reviewed the new prioritization tool and master list process. This has led to updates in our prioritization tool including refining scores based on needs and availability of our PSH/RRH housing about a month ago. The CE sub-committee is required to annually review the prioritization tool for effectiveness and to stay current.

| | 1D-8a. | Coordinated Entry–Program Participant-Centered Approach. | |
| | | NOFO Section V.B.1.o. | |

		Describe in the field below how your CoC's coordinated entry system:
	1.	reaches people who are least likely to apply for homeless assistance in the absence of special outreach;
	2.	prioritizes people most in need of assistance;
	3.	ensures people most in need of assistance receive permanent housing in a timely manner, consistent with their needs and preferences; and
	4.	takes steps to reduce burdens on people seeking assistance.

(limit 2,500 characters)

1)Our Coordinated Entry provider, Erie County Care Management (ECCM) received funds from Erie County CoC lead applicant to create a new Street Outreach program that covers the entire CoC. They share CE job duties which include doing assessments, assisting persons in calling CE for shelter referral, and locating persons who have been approved for our housing programs. They go out in teams to homeless encampments that were unsafe to go to previously, including rural parts of the County (our unsheltered PIT county increased by 40%) once a week. CE partners with a local soup kitchen and 2 day shelters to arrange calls for homeless without phones to call CE for shelter and housing services.2)Our CoC uses a prioritization tool that is a hybrid based on data and participant info. Data from HMIS and Erie County DHS systems, including homelessness, episodes of homelessness, PH, MH and D&A hospitalizations, and prison records are used in scoring persons for housing. Since 1/1/2024, the new prioritization assessment scores for PSH persons averaged 3.5 years longer for first time homeless and 12 more episodes of homelessness in a comparison to the same period in 2022 (1/1 – 9/30) with the VI-SPDAT. There are also 26 more chronically homeless participants who entered the program for the same period in 2024 than there were in 2022. 3) Persons calling CE for an assessment can choose any HUD project they are eligible for and choose any provider they prefer. Because lack of landlords willing to rent apartments to our CoC participants was a barrier, the CoC applicant applied for and was awarded funds from a landlord incentive program that pays a signing bonus and extra month security deposit for our PSH/RRH which led to 20 new landlords renting to our CoC programs. Erie County DHS partnered with our CE provider and developed a new street outreach program where eligible services include the ability to pay for rental application fees which was a barrier to being rapidly housed for many program participants.4) The new prioritization assessment has half the participant questions than the VI-SPDAT because it uses HMIS and Erie County data for over half of the scored questions. Many invasive questions on the VI-SPDAT are now collected by using data. There are less invasive questions, less trauma and faster assessments. The assessments are objective and have already been proven by data to target the most vulnerable and least likely to seek assistance.

1D-8b.	Coordinated Entry–Informing Program Participants about Their Rights and Remedies–Reporting Violations.	
	NOFO Section V.B.1.o.	

	Describe in the field below how your CoC through its coordinated entry:
1.	affirmatively markets housing and services provided within the CoC's geographic area and ensures it reaches all persons experiencing homelessness;
2.	informs program participants of their rights and remedies available under federal, state, and local fair housing and civil rights laws; and
3.	reports any conditions or actions that impede fair housing choice for current or prospective program participants to the jurisdiction(s) responsible for certifying consistency with the Consolidated Plan.

(limit 2,500 characters)

1)Our Coordinated Entry provider affirmatively markets by advertising housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status, or disability that furthers fair housing as detailed in 24 CFR 578.93(c). Our CE policies dictate that our CE market their services to providers serving persons protected by the Fair Housing Act annually and this is checked by Erie County DHS annually during CE monitoring. CE services are publicly made available to everyone on our CE provider website and our CoC website, as well as advertising on different public radio stations, many whose audience are persons protected by Fair Housing. Our CE provider also does special outreach to providers who serve immigrants, Hispanics, persons with HIV, and disability providers at least annually, and provide translation services for all languages and persons who are deaf. Our CoC created cards with CE contact information and distributes them to the CoC and other public meetings that have persons protected by the fair housing act in attendance (Disabilities meeting, City Meetings. 2)Erie City & County CoC Affirmative Marketing Policy and Procedure requirements for Coordinated entry are in our Written Standards and are publicly posted on our CoC website. All participants receiving HUD CoC funding as part of their intake packet receive client rights that include Fair housing rights and grievance procedures with the Erie County Human Relations Commission if rights are violated.3) As part of the consolidated plan, participants of HUD ESG and CoC programs are informed by CE to contact the Erie County Human Relations Commission if the grievance can't be resolved. CE will assist the participant if necessary. As part of our written is a grievance filed with CE, the County or City will bring the grievance to the Erie County Human Relations commission.

1D-9.	Advancing Racial Equity in Homelessness–Conducting Assessment.	
	NOFO Section V.B.1.p.	

1.	Has your CoC conducted a racial disparities assessment in the last 3 years?	Yes
2.	Enter the date your CoC conducted its latest assessment for racial disparities.	07/15/2024

1D-9a.	Using Data to Determine if Racial Disparities Exist in Your CoC's Provision or Outcomes of CoC Program-Funded Homeless Assistance.	
	NOFO Section V.B.1.p.	

	Describe in the field below:	
1.	the data your CoC used to analyze whether any racial disparities are present in your CoC's provision or outcomes of CoC Program-funded homeless assistance; and	
2.	how your CoC analyzed the data to determine whether any racial disparities are present in your CoC's provision or outcomes of CoC Program-funded homeless assistance.	

(limit 2,500 characters)

1)Our CoC analyzed the presence of racial disparities in the provision of our CoC Program-funded homeless assistance using the HUD CoC Analysis Tool to compare our census data with our homeless data. Days Homeless, Exits, and Returns data from Stella P was then reviewed to analyze household types served by different project types to determine overrepresentation of any demographic. This year we added a locally funded Street Outreach team who are entering data in HMIS as of January 1, 2024. We are including a review of this project's data to analyze racial disparities for those who are unsheltered. A key data source for identifying racial disparity in all phases of our homeless system of care is Coordinated Entry (CE). We are working with our HMIS vendor to design reports that will identify racial disparity in the different stages of CE, from Access to Exit. Our CoC lead also manages the Emergency Rental Assistance Program and runs quarterly demographic reports to review racial disparities by making sure the percentage of persons of color applying is equal to or greater than the percentage of persons of color receiving services 2)Identifying an overrepresentation of people of color both in poverty and served by our homeless system, our CoC data team analyzed Stella P race and ethnicity data for all measures provided, which are: Days Homeless, Exits, and Returns to Homelessness. This analysis led us to review project level data for HUD-funded projects using their APRs. Since Street Outreach (SO) data is not included in Stella P, we utilized CoC-APRs, although this data is very limited with a new SO project that began in January of 2024. There is often a long period required for SO staff to build engagements with people they are in contact with. We will continue to analyze this data on an ongoing basis as we obtain information pertaining to our unsheltered population from our SO team.

1D-9b.	Implemented Strategies to Prevent or Eliminate Racial Disparities.	
	NOFO Section V.B.1.p	

| | Select yes or no in the chart below to indicate the strategies your CoC is using to prevent or eliminate racial disparities. | |

1.	Are your CoC's board and decisionmaking bodies representative of the population served in the CoC?	Yes
2.	Did your CoC identify steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC?	Yes
3.	Is your CoC expanding outreach in your CoC's geographic areas with higher concentrations of underrepresented groups?	Yes
4.	Does your CoC have communication, such as flyers, websites, or other materials, inclusive of underrepresented groups?	Yes
5.	Is your CoC training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness?	Yes
6.	Is your CoC establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector?	Yes
7.	Does your CoC have staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness?	Yes
8.	Is your CoC educating organizations, stakeholders, boards of directors for local and national nonprofit organizations working on homelessness on the topic of creating greater racial and ethnic diversity?	Yes
9.	Did your CoC review its coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness?	Yes
10.	Is your CoC collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system?	Yes

11.	Is your CoC conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness?	Yes
	Other:(limit 500 characters)	
12.		

1D-9c.	Plan for Ongoing Evaluation of System-level Processes, Policies, and Procedures for Racial Equity.	
	NOFO Section V.B.1.p.	

Describe in the field below your CoC's plan for ongoing evaluation of system-level processes, policies, and procedures for racial equity.

(limit 2,500 characters)

Recognizing that there are inequalities that impact community members and their housing situations, the CoC has begun to examine racial equity data in housing programs to guide our policies and procedures. This process was initiated as a task of our Data committee. Using the HUD CoC Analysis Tool for race and ethnicity, a plan was set to continue with ongoing monitoring of data while beginning dialogue with representatives from racially diverse communities. While progress was being made, staff changes and a departure in our committee head slowed this process down. However, the Governing Board of our CoC remains committed to addressing this concern. The CoC and HMIS lead are still updating the CoC Analysis Tool annually with the most recent CoC data. All applicants in the NOFO process are scored on their efforts to address equity issues at the agency level (which impacts our entire system). Additionally, outreach efforts have been made to neighborhood groups with high minority populations to discuss housing and homelessness in those communities. We recently reached out to two groups that work to improve minority and underserved communities through redevelopment and removing blight to assist us with understanding the homeless issues in that community and help us. Dialogue with community leaders from these groups is being initiated by CoC lead agency staff, and the CoC is planning to carry out focus groups at local community centers in minority communities as well. The CoC is also researching best practices of similar-sized communities on how they have addressed this issue and what can lead to successful outcomes. The CoC lead applicant also analyses data from demographic reports for the Emergency Rental Assistance (ERA) program which has served over 6,000 households in Erie County with rental assistance funds. While the CoC has always recognized there is a large disparity of persons of color who seek services due to homelessness and unstable housing, the CoC lead compares the percentage of persons of color applying for ERA compared to the percentage of persons of color that receive ERA assistance every quarter during the quarterly reporting period. The CoC lead applicant also is analyzing there new prioritization assessment every 6 months to ensure the percentage of persons of color that receive RRH and PSH referrals are equal or greater (slightly) to the percentage of persons of color that complete the prioritization assessment.

1D-9d.	Plan for Using Data to Track Progress on Preventing or Eliminating Racial Disparities.	
	NOFO Section V.B.1.p.	

Describe in the field below:

	1.	the measures your CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance; and
	2.	the tools your CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance.

(limit 2,500 characters)

1)The measures our CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance include the PIT report and StellaP reports for Days Homeless, Exit Destinations, and Returns to Homelessness as well as current census and poverty data. Each of these internal measures will be analyzed for race and ethnicity by household type and project type. 2)The tools our CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance are the CoC Analysis Tool, Stella P, CoC-APRs, and custom HMIS reports. Our CoC requires all CoC-funded providers to run, review and submit their APRs and CAPERs quarterly to our HMIS Lead for review. The HMIS Lead will also run the CoC Coordinated Entry (CE) APR to review for persons served. We are working with our HMIS vendor to provide racial and ethnicity data for these persons as that is not available on the Coordinated Entry APR.

1D-10.	Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking–CoC's Outreach Efforts.	
	NOFO Section V.B.1.q.	

Describe in the field below your CoC's outreach efforts (e.g., social media announcements, targeted outreach) to engage those with lived experience of homelessness in leadership roles and decisionmaking processes.

(limit 2,500 characters)

The Erie County CoC has continued to engage and increase the number of people with lived experiences (PWLE) to provide expertise in various activities and roles. The CoC has emphasized to HUD-funded housing providers the importance and benefit of employing persons with lived experiences within their programs; the personalized insight into the needs of clients by PWLE is paramount to offering better and more effective services. During the recent restructuring of the CoC Governing Board, a strong push has been made to involve PWLE in various roles and capacities. Persons with lived experience either serve on or provide input to various committees, including our Ranking and Scoring, Client Services, and Healthcare and Homelessness committees; the CoC Governing Board has representation from this population as well. An established PWLE group, Voices of Homeless Advocacy (VHA), continues to meet to discuss issues that face the community. They also serve as liaisons to other CoC committees to provide needed input. One of the prominent outcomes of their efforts was the development of a resource guide that can be easily downloaded by scanning the bar code. It was designed for homeless persons unfamiliar with Erie to locate and identify common services in the downtown core and it includes a map of downtown Erie. While VHA began as a stand-alone group wishing to keep their separate identity, the CoC is working to build trust and continues to solicit committee representation to gain greater input from PWLE into CoC processes. Our client services committee is actively engaging PWLE on a demonstration project to utilize smart phone apps to push out imperative information in an immediate basis. In addition, the CoC is working with the planning grant provider to utilize funds to pay person with lived experience who serve in various committee capacities. Agencies are encouraged to employ persons with lived experience in leadership roles. Erie County's assistance director of DHS and former director of the Office of Children and Youth who assists the DHS housing team, an ESG shelter director, and a VSP shelter director all have lived experience.

1D-10a.	Active CoC Participation of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

You must upload the Lived Experience Support Letter attachment to the 4B. Attachments Screen.
Enter in the chart below the number of people with lived experience who currently participate in your CoC under the four categories listed:

	Level of Active Participation	Number of People with Lived Experience Within the Last 7 Years or Current Program Participant	Number of People with Lived Experience Coming from Unsheltered Situations
1.	Routinely included in the decisionmaking processes related to addressing homelessness.	6	4
2.	Participate on CoC committees, subcommittees, or workgroups.	8	6
3.	Included in the development or revision of your CoC's local competition rating factors.	1	1
4.	Included in the development or revision of your CoC's coordinated entry process.	2	1

1D-10b.	Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

Describe in the field below how your CoC or CoC membership organizations provide professional development and employment opportunities to individuals with lived experience of homelessness.

(limit 2,500 characters)

All Permanent Supportive Housing, Rapid Re-Housing, and Transitional Housing providers within our CoC offer services to clients focused on obtaining education, improving job skills, and finding employment. These opportunities are often included within individual service plans and are client specific. Local providers and CareerLink, which is the state's Workforce Investment Board career service program, continue to have strong relationships in place to assist those in need. Additionally, our CE provider partners with CareerLink to identify employment services and opportunities for homeless persons and will make referrals when needed. As part of the CoC outreach, efforts are made to encourage clients to utilize PA211, the United Way-based system which provides referral information for additional needs such as meal service, health facilities, utility assistance, etc. Many of our housing providers have also provided employment opportunities to those with lived experience. Having people with lived experience on staff of these programs allows for better understanding by program administration regarding what some of the clients may be facing. Staff positions held locally by formerly homeless persons range from maintenance to running shelters. Our primary DV provider with a shelter and transitional housing program has domestic violence survivors with lived experience that are board members, housing counselors, and administrative staff. Our CoC encompasses a new community anchor center which not only provides residence for those in housing need but has also become a one-stop shop providing pre-employment training, food pantry, GED and computer classes, AA/NA group sessions, as well as a fitness center to address physical and wholistic health. Our city center also has an active business alliance that meets regularly to partner homeless providers with business leadership in providing a supportive community for our most vulnerable citizens. Housing and Service agencies are encouraged to employ persons with lived experience in leadership roles. Erie County's assistance director of DHS and former director of the Office of Children and Youth who assists the DHS housing team, an ESG shelter director and a VSP shelter director all have lived experience.

1D-10c.	Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

	Describe in the field below:
1.	how your CoC gathers feedback from people experiencing homelessness;
2.	how often your CoC gathers feedback from people experiencing homelessness;
3.	how your CoC gathers feedback from people who received assistance through the CoC Program or ESG Program;
4.	how often your CoC gathers feedback from people who have received assistance through the CoC Program or ESG Program; and

5.	steps your CoC has taken to address challenges raised by people with lived experience of homelessness.

(limit 2,500 characters)

1)Our CoC gathers feedback from people experiencing homelessness who have not received assistance from CoC or ESG Programs through Voices for Homeless Advocacy (VHA). This group is comprised of Persons with Lived Experience (PWLE) and volunteers who help organize and facilitate monthly meetings. VHA's PWLE include individuals who are unsheltered with no history of assistance through ESG or CoC Programs. Feedback is also gathered through our Recovery Street Outreach (RSO) team who engage with unsheltered persons on the street and in encampments. 2)Our CoC regularly gathers feedback from people experiencing homelessness who have not received assistance through CoC or ESG Programs. Feedback is gathered at minimum, monthly, through VHA meetings and the RSO team's engagement with PWLE who include many unsheltered persons on the street and in encampments. 3)Our CoC gathers feedback from people experiencing homelessness who have received assistance through CoC or ESG Programs. This occurs during our CoC's Home Team and committee meetings which are open to the public and provide an open forum for public comment. Currently, PWLE are on our CoC governing board and various CoC committees. Our CoC also administers service surveys for persons in CoC or ESG programs. These include anonymous exit surveys and "suggestion" surveys. 4)Our CoC gathers feedback from people who have received assistance through CoC or ESG Programs on a regular basis. Feedback is gathered bi-monthly at our CoC's Home Team Meetings. Feedback is also gathered through our monthly Home Team Committee Meetings which include PWLE. 5)Our CoC has taken several steps to address challenges raised by people with lived experience (PWLE) of homelessness. Voices for Homeless Advocacy (VHA), a group with several PWLE, has gathered feedback from PWLE with reference to barriers they experience in receiving pertinent information regarding community events, resources, upcoming weather alerts, and infectious disease outbreaks. In response to this feedback, our CoC's Client Services Committee is utilizing the Band App to create a comprehensive and informative communication platform to disseminate information. The Committee is working on a soft launch and plan to include PWLE as part of the test group.

1D-11.	Increasing Affordable Housing Supply.	
	NOFO Section V.B.1.s.	

	Describe in the field below at least two steps your CoC has taken in the past 12 months to engage city, county, or state governments that represent your CoC's geographic area regarding the following:
1.	reforming zoning and land use policies to permit more housing development; and
2.	reducing regulatory barriers to housing development.

(limit 2,500 characters)

1)Our CoC members, including City and County council members, and the mayor, who are members of the CoC, advocate for more affordable housing availability. This has led to major changes in zoning laws in 2024 to permit more housing development. The City amended Zoning Ordinance No.80-2005 to promote flexibility in land uses in the City's zoning districts to promote investments in affordable housing. The permitted uses for the R-1, R-1A, R-2, RLB (Residential Limited Business), C-1, C-4, M1 and W-R (Waterfront Residential) zoning districts were amended to include Accessory Dwelling Units, or ADUs, as permitted uses. ADUs are smaller, independent residential units located on the same lot as a stand-alone/detached single-family home. The zoning designations affected include areas currently zoned low, medium and high-density residential; local commercial; residential limited business; traditional neighborhood commercial; waterfront residential, and light manufacturing areas. In April 2023 Erie City Council on Wednesday evening approved changes to the City's zoning ordinance to include short-term rentals which allows development or rehab of properties that may not have qualified as rental units to be qualified. Our CoC also is partnering with the PA Housing alliance for three new bills that would change zoning laws to allow the ring to use manufactured housing and duplex, triplex and quadplex developments in single family zoning districts and permit multifamily housing to be developed on commercially zoned land.   2)Our CoC partners with the PA Housing Alliance for advocacy at a state level. The CoC regularly attends PA Housing Alliance meetings and sends Pa Housing Alliance newsletters including those that have information on how to advocate for housing. This advocacy helped pass Pa state House Bill 581 and House Bill 2209. Information on both these bills were provided to the CoC by the Pa Housing Alliance and encouragement to back this initiative (take survey, provide input, notify congressman) was sent to the Home Team listserv. House Bill 581 which was passed into law on 7/8/2022 grants more powers to municipalities to approve tax abatements and other incentives for affordable-housing projects. House bill 581 is an approach to allow counties to respond to their housing needs on a local level instead of the State taking the lead.

1E. Project Capacity, Review, and Ranking–Local Competition

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
  - FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
  - Frequently Asked Questions

1E-1.	Web Posting of Advance Public Notice of Your CoC's Local Competition Deadline, Scoring and Rating Criteria.	
	NOFO Section V.B.2.a. and 2.g.	

1.	Enter the date your CoC published its submission deadline and scoring and rating criteria for New Project applicants to submit their project applications for your CoC's local competition.	08/27/2024
2.	Enter the date your CoC published its submission deadline and scoring and rating criteria for Renewal Project applicants to submit their project applications for your CoC's local competition.	08/27/2024

1E-2.	Project Review and Ranking Process Your CoC Used in Its Local Competition. We use the response to this question and the response in Question 1E-2a along with the required attachments from both questions as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria below.	
	NOFO Section V.B.2.a., 2.b., 2.c., 2.d., and 2.e.	

You must upload the Local Competition Scoring Tool attachment to the 4B. Attachments Screen.
Select yes or no in the chart below to indicate how your CoC ranked and selected project applications during your local competition:

1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes
4.	Provided points for projects that addressed specific severe barriers to housing and services.	Yes
5.	Used data from comparable databases to score projects submitted by victim service providers.	No

6.	Provided points for projects based on the degree the projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	Yes

1E-2a.	Scored Project Forms for One Project from Your CoC's Local Competition. We use the response to this question and Question 1E-2. along with the required attachments from both questions as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria below.	
	NOFO Section V.B.2.a., 2.b., 2.c., and 2.d.	

You must upload the Scored Forms for One Project attachment to the 4B. Attachments Screen.
Complete the chart below to provide details of your CoC's local competition:

1.	What were the maximum number of points available for the renewal project form(s)?	200
2.	How many renewal projects did your CoC submit?	5
3.	What renewal project type did most applicants use?	PH-PSH

1E-2b.	Addressing Severe Barriers in the Local Project Review and Ranking Process.	
	NOFO Section V.B.2.d.	

Describe in the field below:

1.	how your CoC analyzed data regarding each project that has successfully housed program participants in permanent housing;
2.	how your CoC analyzed data regarding how long it takes to house people in permanent housing;
3.	how your CoC considered the specific severity of needs and vulnerabilities experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing when your CoC ranked and selected projects; and
4.	the severe barriers your CoC considered.

(limit 2,500 characters)

1)The 2024 CoC Ranking and Scoring Tool stressed program performance data. Applicants were instructed to coordinate with HMIS staff to provide performance measure data relating to: length of stay, exits to permanent housing, returns to homelessness, status of various types of income, number of chronically homeless, coordinated entry referrals, and overall data quality (errors). Three renewal applications and one expansion application were reviewed using the data points. In addition to the performance measure data, applicants were also scored on their commitment to Housing First, the program's process for including PWLE, creation of more equitable program outcomes, and the completeness, quality and accuracy of the application. The Scoring and Ranking team consisted of community members who possess great knowledge of the applicants and how they interact with clients. 2) The HMIS lead assisted applicants in pulling information from the LSA and system performance measures. The HMIS lead uses this data to analyze time from project entry to move in date for this performance measure. Any data anomalies (i.e. outlier persons to cause skewed data) were taken into consideration during the review process. 3) As many communities struggle with providing affordable housing, especially for persons with criminal history, bad credit, or eviction history, consideration was given to applicants who struggled in this area. Applicants were asked to address reasons they may not be meeting the target goals. Racial Equity and persons with lived experience questions were included in the application process, specifically asking what programs are doing to address these topics. 4) Our CoC did not consider severe barriers during the ranking and scoring process. All applicants were renewal or expansion of existing PSH/RRH programs.

1E-3.	Advancing Racial Equity through Participation of Over-Represented Populations in the Local Competition Review and Ranking Process.	
	NOFO Section V.B.2.e.	

		Describe in the field below:
	1.	how your CoC used input from persons of different races and ethnicities, particularly those over-represented in the local homelessness population, to determine the rating factors used to review project applications;
	2.	how your CoC included persons of different races and ethnicities, particularly those over-represented in the local homelessness population in the review, selection, and ranking process; and
	3.	how your CoC rated and ranked projects based on the degree that proposed projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and steps the projects took or will take to eliminate the identified barriers.

(limit 2,500 characters)

1)The Erie County CoC has integrated input from diverse communities in their scoring and ranking process over the past several years, gathering feedback from community members which has led to incorporating sections on the scoring and ranking tool on how applicants address racially equitable outcomes. Applicants were instructed to identify how they as a program address equitable outcomes and assure issues facing over-represented communities are being addressed.
2)Our CoC continues to offer positions on the scoring and ranking community to all members of the full coalition. Representatives from diverse and minority communities (as are PWLE) are given priority status to serve on the committee should they show interest. Targeted outreach is also conducted to a number of persons in the community who, though not members of the CoC, are knowledgeable on grant funding processes and housing programs, including those from programs and agencies that serve over-represented populations.
3) HMIS racial data has been historically analyzed along with figures from the HUD Data Equity Tool. Information is analyzed by Lead Agency and planning grant staff. Relevant information is shared with ranking and scoring committee members if relevant to the process. Our CoC lead applicant continues to reassure providers that addressing racial equity should be included in their agencies' policies and procedures, and that will continue to be included in ranking and scoring of HUD applications in the future.

1E-4.	Reallocation–Reviewing Performance of Existing Projects.	
	NOFO Section V.B.2.f.	

	Describe in the field below:
1.	your CoC's reallocation process, including how your CoC determined which projects are candidates for reallocation because they are low performing or less needed;
2.	whether your CoC identified any low performing or less needed projects through the process described in element 1 of this question during your CoC's local competition this year;
3.	whether your CoC reallocated any low performing or less needed projects during its local competition this year; and
4.	why your CoC did not reallocate low performing or less needed projects during its local competition this year, if applicable.

(limit 2,500 characters)

1) The CoC lead applicant agency facilitates ongoing financial and program monitoring of the HUD-funded existing projects. Within the monitoring process, various performance data points are reviewed including those tied to program admission, length of stay, fund expenditure/usage, and meeting program written standards adopted by the CoC. Monitoring results are included in the ranking, scoring, and program renewal application process. Within the ranking and scoring tool, performance factors focusing on length of stay, program exits, returns to homelessness, income, equity, and overall project effectiveness are evaluated. Additionally, qualitative information is gathered regarding program administration that would impact whether or not program funds are reallocated via rating and ranking.

2)During the current ranking and scoring process, none of the renewal or expansion projects had funds reallocated due to the performance or lack of needs. There was a total of 4 applications reviewed; 3 renewal and 1 expansion. Because of the small number of providers, options for reallocation were limited as all the renewal applicants fell within Tier 1. The expansion project fell within Tier 2.

3) Our CoC did not reallocate any projects during this year's CoC competition.

4) Our CoC did not reallocate any projects during this year's CoC competition.

1E-4a.	Reallocation Between FY 2019 and FY 2024.	
	NOFO Section V.B.2.f.	

	Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2019 and FY 2024?	No

1E-5.	Projects Rejected/Reduced–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

1.	Did your CoC reject any project application(s) submitted for funding during its local competition?	No
2.	Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?	No
3.	Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?	No
4.	If you selected Yes for element 1 or element 2 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2024, 06/27/2024, and 06/28/2024, then you must enter 06/28/2024.	

1E-5a.	Projects Accepted–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Accepted attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New and Renewal Priority Listings in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2024, 06/27/2024, and 06/28/2024, then you must enter 06/28/2024.	10/11/2024

1E-5b.	Local Competition Selection Results for All Projects.	
	NOFO Section V.B.2.g.	
	You must upload the Local Competition Selection Results attachment to the 4B. Attachments Screen.	

	Does your attachment include: 1. Project Names; 2. Project Scores; 3. Project Status–Accepted, Rejected, Reduced Reallocated, Fully Reallocated; 4. Project Rank; 5. Amount Requested from HUD; and 6. Reallocated Funds +/-.	Yes

1E-5c.	Web Posting of CoC-Approved Consolidated Application 2 Days Before CoC Program Competition Application Submission Deadline.	
	NOFO Section V.B.2.g. and 24 CFR 578.95.	
	You must upload the Web Posting–CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC posted the CoC-approved Consolidated Application on the CoC's website or partner's website–which included: 1. the CoC Application; and 2. Priority Listings for Reallocation forms and all New, Renewal, and Replacement Project Listings.	10/28/2024

1E-5d.	Notification to Community Members and Key Stakeholders by Email that the CoC-Approved Consolidated Application is Posted on Website.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified community members and key stakeholders that the CoC-approved Consolidated Application was posted on your CoC's website or partner's website.	10/28/2024

2A. Homeless Management Information System (HMIS) Implementation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
   - FY 2024 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
   - Frequently Asked Questions

2A-1.	HMIS Vendor.	
	Not Scored–For Information Only	

	Enter the name of the HMIS Vendor your CoC is currently using.	WellSky - Community Services

2A-2.	HMIS Implementation Coverage Area.	
	Not Scored–For Information Only	

	Select from dropdown menu your CoC's HMIS coverage area.	Single CoC

2A-3.	HIC Data Submission in HDX.	
	NOFO Section V.B.3.a.	

	Enter the date your CoC submitted its 2024 HIC data into HDX.	04/23/2024

2A-4.	Comparable Databases for DV Providers–CoC and HMIS Lead Supporting Data Collection and Data Submission by Victim Service Providers.	
	NOFO Section V.B.3.b.	

	In the field below:	
1.	describe actions your CoC and HMIS Lead have taken to ensure DV housing and service providers in your CoC collect data in HMIS comparable databases; and	
2.	state whether DV housing and service providers in your CoC are using a HUD-compliant comparable database–compliant with the FY 2024 HMIS Data Standards.	

(limit 2,500 characters)

1)The CoC and HMIS Lead have collaborated with the DV providers during HIC and PIT counts. The HMIS Lead also regularly asked if there were any issues or concerns with their RRH project. The HMIS Lead would send emails about webinars and DV-related trainings. Both DV providers utilize the Efforts to Outcomes comparable database. The HMIS Lead attended meetings held by the ESG Lead to help all subrecipients, including the DV providers, to help ensure the providers collect quality data for their ESG funding. The ESG Lead does not have access to HMIS, so all technical and data assistance comes from the HMIS Lead.
2)Both DV providers utilize the Efforts to Outcomes comparable database for data entry that is compliant with the FY2024 HMIS Data Standards.

2A-5.	Bed Coverage Rate–Using HIC, HMIS Data–CoC Merger Bonus Points.	
	NOFO Section V.B.3.c. and V.B.7.	

Using the 2024 HDX Competition Report we issued your CoC, enter data in the chart below by project type:

Project Type	Adjusted Total Year-Round, Current Non-VSP Beds [Column F of HDX Report]	Adjusted Total Year-Round, Current VSP Beds [Column K of HDX Report]	Total Year-Round, Current, HMIS Beds and VSP Beds in an HMIS Comparable Database [Column M of HDX Report]	HMIS and Comparable Database Coverage Rate [Column O of HDX Report]
1. Emergency Shelter (ES) beds	302	51	294	97.35%
2. Safe Haven (SH) beds	10	0	10	100.00%
3. Transitional Housing (TH) beds	101	36	101	100.00%
4. Rapid Re-Housing (RRH) beds	146	25	146	100.00%
5. Permanent Supportive Housing (PSH) beds	343	0	237	69.10%
6. Other Permanent Housing (OPH) beds	90	0	90	100.00%

2A-5a.	Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.	
	NOFO Section V.B.3.c.	

	For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-5, describe:
1.	steps your CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and
2.	how your CoC will implement the steps described to increase bed coverage to at least 85 percent.

(limit 2,500 characters)

1) Currently, the PSH beds not integrated into the HMIS framework are the HUD-VASH beds. Over the past several years, the HMIS Lead has contracted with the HMIS vendor to develop a customized quarterly import process for VA HOMES data. Collaboratively, the HMIS Lead, HMIS Vendor, and VA Homeless Outreach Supervisor have endeavored to address various challenges associated with the export and import processes for this vital data. However, transitions in both the HMIS Lead and VA Homeless Outreach personnel hindered the establishment of a cohesive process. In light of this, the newly appointed HMIS Lead has engaged with the new VA Homeless Outreach Supervisor to ensure the VA Outreach team effectively utilizes HMIS alongside the VA HOMES data import. The HMIS Vendor has provided essential training to VA staff and assisted in the development of the import process. The VA staff will need to complete their HMIS training. A test site for VA HOMES import data will be created to assess the accuracy of the import. The VA HOMES data will then be imported on a quarterly basis to the live site, though should further data analysis indicate a need, a monthly import schedule may be implemented to enhance responsiveness and accuracy.

2) The HMIS Lead will develop a comprehensive schedule outlining the key dates for the new timeline, which includes the import test site, validation of the VA HOMES data, and the eventual transition to a live import. Both parties will review and scrutinize the data within the test site, ensuring its integrity and accuracy until they reach a mutual confidence that the information truly reflects the veterans served in the HUD-VASH program. Ideally, this collaborative effort will create a seamless implementation process.

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
	NOFO Section V.B.3.d.	
	You must upload your CoC's FY 2024 HDX Competition Report to the 4B. Attachments Screen.	

Did your CoC submit at least two usable LSA data files to HUD in HDX 2.0 by January 24, 2024, 11:59 p.m. EST?	Yes

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

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
   - FY 2024 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
   - Frequently Asked Questions

2B-1.	PIT Count Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC conducted its 2024 PIT count.	01/25/2024

2B-2.	PIT Count Data–HDX Submission Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC submitted its 2024 PIT count data in HDX.	05/08/2024

2B-3.	PIT Count–Effectively Counting Youth in Your CoC's Most Recent Unsheltered PIT Count.	
	NOFO Section V.B.4.b.	

	Describe in the field below how your CoC:	
1.	engaged unaccompanied youth and youth serving organizations in your CoC's most recent PIT count planning process;	
2.	worked with unaccompanied youth and youth serving organizations to select locations where homeless youth are most likely to be identified during your CoC's most recent PIT count planning process; and	
3.	included youth experiencing homelessness as counters during your CoC's most recent unsheltered PIT count.	

(limit 2,500 characters)

1)Our PIT Count committee was unsuccessful in engaging any unaccompanied youth within our PIT Count planning process. It should be pointed out that Erie County PA CoC has one program that serves unaccompanied youth, a maternity group home for expecting homeless women between ages 16 and 21. The planning process did engage organizations that do serve youth in the process and representatives from the ECCM Street Outreach Team, Mental Health Association of Northwest PA, the Erie City Mission, Emmaus Kitchen, and Upper Room drop-in shelter participated in the planning process, as their organizations were instrumental in carrying out the unsheltered portion of our local PIT count.

2)Although 2 unaccompanied youth were identified in our PIT count, our Street Outreach staff indicated they do not regularly see them in our encampments or in any of the locations they have found. Multiple organizations that work with unaccompanied youth that participated in our PIT count process. These organizations served as locations where our unsheltered count took place, specifically offering meal services to those in need. They are also the known locations where the homeless community gathers. Our methodology for the unsheltered count is to attend the meal service locations the day after the PIT count to conduct PIT count interviews with attendees to identify whether they are a person with current lived experience, and their sleeping location. We were able to identify multiple homeless youth during this process, as well as make outreach to those that are in need of other services. It should be noted that our local providers were encouraged to have any homeless persons, including youth, engage with the committee and assist in the PIT count if they were willing.

3)We did not include youth experiencing homelessness as counters during our most recent unsheltered count.

2B-4.	PIT Count–Methodology Change–CoC Merger Bonus Points.	
	NOFO Section V.B.5.a and V.B.7.c.	

	In the field below:
1.	describe any changes your CoC made to your sheltered PIT count implementation, including methodology or data quality changes between 2023 and 2024, if applicable;
2.	describe any changes your CoC made to your unsheltered PIT count implementation, including methodology or data quality changes between 2023 and 2024, if applicable;
3.	describe whether your CoC's PIT count was affected by people displaced either from a natural disaster or seeking short-term shelter or housing assistance who recently arrived in your CoCs' geographic; and
4.	describe how the changes affected your CoC's PIT count results; or
5.	state "Not Applicable" if there were no changes or if you did not conduct an unsheltered PIT count in 2024.

(limit 2,500 characters)

1. Our CoC Point in Time committee used the same sheltered methodology but experienced capacity changes. Our year-round emergency shelter capacity increased by 18%. Our seasonal shelter had to refuse people previously admitted in frigid weather due to lack of volunteer staff. We had no hotel vouchers for overflow due to the loss of COVID-19 funding designated to those who couldn't get a bed. Vouchers were reserved for persons in shelter who required quarantine/isolation. We continue to experience a lack of affordable housing since many landlords sold their buildings during the pandemic. This affects our RRH and PSH capacity. 2. Our CoC Point in Time committee instituted the following changes to our unsheltered PIT count: We trained more volunteers virtually. Our PIT Chair recruited volunteers who joined a new Street Outreach team to canvas encampments previously unknown. Consecutively, more volunteers interviewed people at public meals the day after the PIT count to identify unsheltered people. More volunteers enabled us to canvas our CoC more effectively. 3. Our PIT count was not affected by natural disaster. Last known living situation zip code reports run by our HMIS lead indicated a high and increasing number of first time homeless (27-29%) in our shelters are coming from outside our CoC. 4. Our emergency shelter year-round bed capacity rose by 18% due to congregate shelters returning to full capacity or adding capacity to meet the need. This increased capacity resulted in our emergency shelter PIT count increasing by 13%. Our lack of affordable housing delays people from moving out of shelters into RRH and PSH projects, which increases shelter stays. Our new volunteers with trusted relationships who were willing to canvas for unsheltered were instrumental in identifying encampments and led to our unsheltered count increasing by 90%. Street outreach staff report these are not new, but many are chronically unsheltered & struggle to stabilize away from unsheltered friends. Some are passing through. Those who do qualify for PH are delayed due to lack of affordable housing. Limiting seasonal shelter overflow capacity and eliminating hotel vouchers for overflow added to the increase in our unsheltered count as these were often people who were banned from other shelters After 3 years, interviewing at public meals has become familiar and agency staff help to introduce volunteers to those they know are living unsheltered. 5. Not Applicable.

2C. System Performance

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
    - FY 2024 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
   - Frequently Asked Questions

2C-1.	Reducing the Number of First Time Homeless–Risk Factors Your CoC Uses.	
	NOFO Section V.B.5.b.	

	In the field below:	
1.	describe how your CoC determined the risk factors to identify persons experiencing homelessness for the first time;	
2.	describe your CoC's strategies 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 your CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time	

(limit 2,500 characters)

1)The CoC developed several new strategies to determine the risk factors of persons that are homeless for the first time. We developed a new prioritization assessment that uses data from HMIS and County DHS to determine risk factor for all first time homeless who are assessed by CE. Data collected identify several risk factors including length of homelessness, episodes of homelessness, MH and D&A risk factors, ER visits, and incarceration histories. Our HMIS system collects data entered by our Street Outreach to identify first time homeless who are unsheltered. Our CoC started using HMIS data to track people coming from out of town using Zip Code reports which identified the percentage of first time homeless who were displaced or recently came into our CoC. 2) The CoC has multiple strategies to address risks of persons who are homeless for the first time. They include diversion, faster prioritization procedures, prevention assistance from our HUD ESG, Emergency Rental Assistance and Homeless Assistance Programs programs, and coordination with our landlords and courts to prevent evictions. On our initial CE calls staff first screen for diversion options for persons at risk of homelessness. We developed a new prioritization assessment based largely on data which reduced participant questions in half and automated the data to score our assessments and create our prioritization master list. Our new Street team managed by our CE providers also began assisting in CE assessments with unsheltered persons. This led to large increase in over 100 assessments this year as compared to last year when we used the VI-SPDAT. Our landlord incentive program which provides signing bonuses, extra month security deposit, vacancy loss and damage costs has led to 20 more new landlords serving persons in our CoC housing programs and helped retain 36 landlords. Our rental assistance programs including ESG, ERA and HAP currently provides assistance to over 100 households per month and by tracking eviction filing on with State civil court data there continues to be reduced evictions being filed since pre-pandemic. 3) The CoC Governing Board is responsible for overseeing this strategy. Erie County DHS, the lead applicant and HMIS lead works closely with the governing board to ensure strategies are HUD compliant, data driven, and best practices are followed.

| 2C-1a. | Impact of Displaced Persons on Number of First Time Homeless. | |
| | NOFO Section V.B.5.b | |

Was your CoC's Number of First Time Homeless [metric 5.2] affected by the number of persons seeking short-term shelter or housing assistance displaced due to:	

| 1. | natural disasters? | No |
| 2. | having recently arrived in your CoC's geographic area? | Yes |

(limit 2,500 characters)

Our CoC did data on homeless persons coming from out of town to our CoC till recently, but knew from reports by shelters and Outreach teams that there were always a high number of persons coming from out of town and that those numbers were increasing. This year HMIS and CoC lead started running zip code reports of persons last living location which is a required question in our CE screen and HUD project entry. In a shelter report ran from Sept. 2023 to Sept. 2024 we found that out of 1530 served by our shelters, 357 came from zip codes outside our CoC's geographic region. In another zip code report our HMIS lead ran an annual report in July on our first time homeless, we found that between 27% to 29% were from outside our CoC's geographic area. In the July report, our HMIS lead also ran the report from previous years and noted that while there were always many homeless persons coming from outside our CoC, that number had increased in this year and the prior year. This helps to explain the large increase in first-time homeless reported on our 2023 and 2024 LSA. There are several reasons the CoC thinks is the reason that many homeless people seek services in Erie County. Erie County is surrounded by rural counties not just in Pennsylvania but in Ohio and New York State who both border Erie County. In our shelter report, 33% of homeless persons came from nearby rural counties in Pa, 8% came from nearby rural counties in New York, and 7% from rural counties in Ohio. Many of our surrounding and nearby counties have no shelter and other services that we have in CoC geographic region. Also, these rural counties have limited transportation to services as basic as even being able to buy food. Our CoC also recently found out the State prison located in our CoC was dropping persons off that were not originally from our CoC at our intermodal bus center because they would not pay for their transportation back. Our Street Outreach team was able to go there during the weekly "drop-offs" and provided bus passes back to their home counties, and to provide housing services including shelter for those who elected to stay in Erie.

2C-2.	Reducing Length of Time Homeless–CoC's Strategy.	
	NOFO Section V.B.5.c.	

	In the field below:
1.	describe your CoC's strategy to reduce the length of time individuals and persons in families remain homeless;
2.	describe how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the length of time individuals and families remain homeless.

(limit 2,500 characters)

1. Our CoC strategy to reduce the length of time individuals and families remain homeless relies on collaboration between community stakeholders who serve persons experiencing homelessness. Our CoC is committed to collaboration focused on serving those with the longest time of homelessness and increasing the affordable housing supply. Our CoC utilizes a locally developed Housing Assessment tool that pulls data from HMIS, prison, mental health, D&A, and other systems to more accurately and immediately identify people's homeless history to prioritize those with the greatest need. Shelter staff help connect people with services immediately. Our Landlord Incentive program has resulted in the retention of 38 landlords and partnerships with 20 new landlords to increase housing supply. A longer-term plan for addressing the rise in unsheltered, chronic homelessness is a community project, Housing First Erie. This team includes staff from our largest hospital, local funders, PHA leadership, CoC Lead, planning grant, homeless service leaders, and local government leadership led by a supportive housing consultant. The project team relied on HMIS data to confirm our greatest need of permanent supportive housing for approximately 150 people. Although not HUD-funded, this multi-year project will utilize the Housing First model for service delivery and Coordinated Entry for housing referrals. 2. Our new Housing Assessment tool more accurately identifies individuals and families with the longest homeless lengths of time and includes this data in prioritizing them for permanent housing placement. Our tool pulls most data from HMIS and partnering systems, relying less on self-report. Our Master List meeting relies on case conferencing between staff from all housing types to add current and relevant information that guides each individual and household to the best available housing intervention. Our new Street Outreach team provides critical data that has improved housing access for chronically homeless, unsheltered persons who have not utilized Coordinated Entry due to multiple barriers. This team documents homeless history, completes housing assessments, and helps with removing any barriers that may impede access to housing. 3) The CoC Governing Board is responsible for overseeing this strategy. Erie County DHS, the lead applicant and HMIS lead work closely with the governing board to ensure strategies are HUD compliant, data driven, and best practices are followed.

2C-3.	Successful Permanent Housing Placement or Retention –CoC's Strategy.	
	NOFO Section V.B.5.d.	

	In the field below:	
1.	describe your CoC's strategy to increase the rate that individuals and persons in families residing in emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations;	
2.	describe your CoC's strategy to increase the rate that individuals and persons in families residing in permanent housing projects retain their permanent housing or exit to permanent housing destinations; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to increase the rate that individuals and families exit to or retain permanent housing.	

(limit 2,500 characters)

1) Our CoC strategy to increase the rate that individuals and families residing in emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations includes collaboration to find the most appropriate intervention for housing stability and retaining and increasing affordable housing. Our CoC requires 14 days after entering shelter or transitional housing before a person is assessed for permanent housing. During this time, staff are encouraged to identify needed services and mainstream resources to help determine the best intervention for that person or household. Our CoC has designed a new permanent housing prioritization tool that relies less on self-report and more on data to help in identifying homeless history to better inform housing placements. This new assessment is less burdensome for the individual as most questions are populated from data in our systems. Our CoC received another reallocation of ERA funds from our state. These funds are being targeted for qualified individuals and families in our shelters and transitional housing projects to quickly move them to permanent housing. We are working to increase our affordable housing supply with a new Landlord Incentive Program. This state-funded program incentivizes new landlords to house our participants. Permanent housing staff are encouraged to utilize this funding to make new connections. 2) Our CoC's strategy to increase the rate that individuals and persons in families retain permanent housing involves partnering with landlords and ongoing case management to increase housing stability. We created Erie's first landlord incentive program for PSH/RRH participants 2 years ago and have funded it with annual State grants. Already, we recruited 20 new landlords and retained 36 existing landlords with a one-time signing bonus, extra month security deposit, vacancy loss and damage coverage. Our permanent housing staff are trained and encouraged to use active case management to help persons stabilize. To prioritize providers who excel at this metric, points are assigned to CoC-funded renewal projects that have high exits to permanent destinations. They also receive points for low rates of returns to homelessness. 3) The CoC Governing Board is responsible for overseeing this strategy. Erie County DHS, the lead applicant and HMIS lead works closely with the governing board to ensure strategies are HUD compliant, data driven, and best practices are followed.

2C-4.	Reducing Returns to Homelessness–CoC's Strategy.	
	NOFO Section V.B.5.e.	

		In the field below:
	1.	describe your CoC's strategy to identify individuals and families who return to homelessness;
	2.	describe your CoC's strategy to reduce the rate that individuals and families return to homelessness; and
	3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the rate individuals and persons in families return to homelessness.

(limit 2,500 characters)

1. Our CoC's strategy is to analyze our data on a regular basis and collaborate with homeless service partners to improve housing stabilization. We review Stella P reports to identify household types, project types, and pathways that have the highest rates of returns to homelessness. To review data by project type, our CoC Data Team reviews performance reports submitted by our housing providers quarterly. System Performance Measure reports are also run quarterly by HMIS staff to identify new returns to homelessness more regularly. 2. Our CoC strategy relies on finding the best needs-based housing placement for each person and household, with an emphasis on collaboration to stabilize each permanent housing placement. The strategy entails supporting providers by reviewing their data, workflows, and procedures to identify and address any issues. Program staff are directed to engage community partners, follow CoC Written Standards, and work with each person and household to identify barriers that impede retention of permanent housing. Additionally, our Master List Meetings are inclusive of all housing providers and our Street Outreach team, collaborating and sharing critical information to identify stable housing placements tailored to each unique situation. Landlord engagement is also paramount to our strategy. Our Landlord Incentive program has led to retaining 38 landlords and gaining 20 new landlords, helping to reduce evictions while and increasing housing stock. This strategy assisted in stabilizing 95 households. Landlord engagement is also a focus area to address for all applicants in the NOFO process. Our CoC also has a Data Committee which reviews analysis and makes recommendations to improve our homeless system and reduce the rate of returns to homelessness. A longer-term plan for addressing the rise in unsheltered, chronic homelessness is a community project, Housing First Erie. This project is a collaboration of community stakeholders, many who are new partners in addressing homelessness. The team used HMIS data to confirm our greatest need of permanent supportive housing for 150 people. This multi-year project will utilize the housing first model and include on-site service staff to improve stability. 3. The CoC Governing Board is responsible for overseeing this strategy. Erie County DHS, the lead applicant and HMIS lead work closely with the governing board to ensure strategies are HUD compliant, data driven, and best practices are followed.

2C-5.	Increasing Employment Cash Income—CoC's Strategy.	
	NOFO Section V.B.5.f.	

	In the field below:	
1.	describe your CoC's strategy to access employment cash sources;	
2.	describe how your CoC works with mainstream employment organizations to help individuals and families experiencing homelessness increase their employment cash income; and	
3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.	

(limit 2,500 characters)

1) A new strategy is to have case managers meet persons at shelters, encampments and where they live to assist homeless in increasing access to employment opportunities. Our CoC worked with Managed Care provider who contracted with our Community Based shelters, Coordinated Entry and housing providers to provide 3 additional resource coordinators to assist homeless with accessing resources including employment and/or non-employment benefits. The resource coordinators meet homeless at shelters, soup kitchens and other public places to assist them. Our Street outreach teams have more than doubled in size and go to encampments, and other places, assisting homeless to access employment by providing phone, a source of contact, and assist with job applications. All HUD providers' projects include service plans that outline steps to gain employment and/or non-employment cash benefits. HUD housing case managers meet participants at their apartments and assist them with accessing employment and education. 2) Our Coordinated Entry and HUD provider partner and ESG funded shelters partner with Career Link, a state employment center, and to also partner with several local employment agencies. Career Link assists participants with identifying job interests, completing job searches, preparing for interviews, acquiring appropriate attire, and gaining transportation to and from interviews. CE and several of our housing agencies provide bus passes to employment agencies and job interviews 3)The CoC Governing Board is responsible for overseeing this strategy. Erie County DHS, the lead applicant and HMIS lead works closely with the governing board to ensure strategies are HUD compliant, data driven and best practices are followed.

2C-5a.	Increasing Non-employment Cash Income–CoC's Strategy	
	NOFO Section V.B.5.f.	

		In the field below:
	1.	describe your CoC's strategy to access non-employment cash income; and
	2.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase non-employment cash income.

(limit 2,500 characters)

1) One COC strategy to increase non-employment cash income is by implementing a SOAR (SSI/SSDI Outreach, Access, and Recovery) initiative to CoC housing and DHS MH providers. Our CoC's SOAR. initiative is being led by Erie County Department of Human Services. The Erie County Department of Human Services is working closely with Pennsylvania DHS who are the States' S.O.A.R. lead to educate service providers throughout our CoC on the benefits of having their case manager's and other direct service professionals S.O.A.R. trained. PA DHS' SOAR team came to Erie for a meeting and provided two virtual follow-up meetings with our CoC lead, all our HUD housing providers and several DHS MH providers. This S.O.A.R. initiative will benefit CoC's homeless population in that it will increase the likelihood of those individuals obtaining SSI/SSDI income. Our implementation of the SOAR initiative is focused on meeting the highest need first. Through this initiative our Recovery Street Outreach Team (RSO) has currently started SOAR training and already have one SOAR trained staff. The RSO team conducts street outreach throughout our CoC's geographic region and collaborates with many other service providers within our CoC including our Public Welfare and Social Security Office. This collaboration as well as the RSO team's knowledge of homeless encampment locations will help our CoC to get cash income to those who most need it. In addition, since the SOAR initiative has been implemented there are 8 persons that started and are in the process of completing SOAR training. These include staff from our CE, HUD PSH/RRH providers and DHS MH providers. Our CE provider, Erie County Care Management also partnered with our local Social Security office who provided to help process "Intent to File" applications. ECCM staff fill out "Intent to File" applications on behalf of homeless participants in our HUD programs. Bringing assistance to homeless persons is also change in CoC strategy. A new contract between our Managed Care Provider and shelters and CE provides 3 resource coordinators who go directly to shelters and soup kitchens to assist homeless persons to gain non-employment cash income including welfare benefits. 2) The CoC Governing Board is responsible for overseeing this strategy. Erie County DHS, the lead applicant works closely with the governing board to ensure strategies are HUD compliant and employ best practices.

3A. Coordination with Housing and Healthcare

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
    - FY 2024 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
   - Frequently Asked Questions

3A-1.	New PH-PSH/PH-RRH Project–Leveraging Housing Resources.	
	NOFO Section V.B.6.a.	
	You must upload the Housing Leveraging Commitment attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses housing subsidies or subsidized housing units which are not funded through the CoC or ESG Programs to help individuals and families experiencing homelessness?	No

3A-2.	New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.	
	NOFO Section V.B.6.b.	
	You must upload the Healthcare Formal Agreements attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses healthcare resources to help individuals and families experiencing homelessness?	Yes

3A-3.	Leveraging Housing/Healthcare Resources–List of Projects.	
	NOFO Sections V.B.6.a. and V.B.6.b.	

	If you selected yes to questions 3A-1. or 3A-2., use the list feature icon to enter information about each project application you intend for HUD to evaluate to determine if they meet the criteria.

Project Name	Project Type	Rank Number	Leverage Type
Self-Start PSH Ex...	PH-PSH	7	Healthcare

3A-3. List of Projects.

1. What is the name of the new project?   Self-Start PSH Expansion

2. Enter the Unique Entity Identifier (UEI):   PWT3DKKWABG6

3. Select the new project type: PH-PSH

4. Enter the rank number of the project on your CoC's Priority Listing: 7

5. Select the type of leverage: Healthcare

3B. New Projects With Rehabilitation/New Construction Costs

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
   - FY 2024 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
   - Frequently Asked Questions

3B-1.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section V.B.1.r.	

	Is your CoC requesting funding for any new project application requesting $200,000 or more in funding for housing rehabilitation or new construction?	No

3B-2.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section V.B.1.r.	

	If you answered yes to question 3B-1, describe in the field below actions CoC Program-funded project applicants will take to comply with:	
1.	Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and	
2.	HUD's implementing rules at 24 CFR part 75 to provide employment and training opportunities for low- and very-low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very-low-income persons.	

(limit 2,500 characters)

3C. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
   - FY 2024 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
   - Frequently Asked Questions

3C-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serve Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

	Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No

3C-2.	Cost Effectiveness of Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

	You must upload the Project List for Other Federal Statutes attachment to the 4B. Attachments Screen.
	If you answered yes to question 3C-1, describe in the field below:
1.	how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and
2.	how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.

(limit 2,500 characters)

4A. DV Bonus Project Applicants for New DV Bonus Funding

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
  - 24 CFR part 578;
    - FY 2024 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
   - Frequently Asked Questions

4A-1.	New DV Bonus Project Applicants.	
	NOFO Section I.B.3.j.	

Did your CoC submit one or more new project applications for DV Bonus Funding?	No
Applicant Name	
This list contains no items	

4B. Attachments Screen For All Application Questions

We have provided the following guidance to help you successfully upload attachments and get maximum points:

	1.	You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.
	2.	You must upload an attachment for each document listed where 'Required?' is 'Yes'.
	3.	We prefer that you use PDF files, though other file types are supported–please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images. Many systems allow you to create PDF files as a Print option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube.
	4.	Attachments must match the questions they are associated with.
	5.	Only upload documents responsive to the questions posed–including other material slows down the review process, which ultimately slows down the funding process.
	6.	If you cannot read the attachment, it is likely we cannot read it either.
		. We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).
		. We must be able to read everything you want us to consider in any attachment.
	7.	After you upload each attachment, use the Download feature to access and check the attachment to ensure it matches the required Document Type and to ensure it contains all pages you intend to include.
	8.	Only use the "Other" attachment option to meet an attachment requirement that is not otherwise listed in these detailed instructions.

Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	PHA Homeless Pref...	10/28/2024
1C-7. PHA Moving On Preference	No	PHA Moving On Pre...	10/24/2024
1D-10a. Lived Experience Support Letter	Yes	Lived Experience ...	10/28/2024
1D-2a. Housing First Evaluation	Yes	Housing First Eva...	10/24/2024
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	10/24/2024
1E-2a. Scored Forms for One Project	Yes	Scored Forms for ...	10/24/2024
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	10/24/2024
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	10/24/2024
1E-5b. Local Competition Selection Results	Yes	Local Competition...	10/24/2024
1E-5c. Web Posting–CoC-Approved Consolidated Application	Yes	Web Posing-CoC Ap...	10/28/2024
1E-5d. Notification of CoC-Approved Consolidated Application	Yes	Notification of C...	10/28/2024

2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	2024 Competition ...	10/17/2024
3A-1a. Housing Leveraging Commitments	No		
3A-2a. Healthcare Formal Agreements	No	Healthcare Formal...	10/28/2024
3C-2. Project List for Other Federal Statutes	No		
Other	No		

Attachment Details

Document Description: PHA Homeless Preference

Attachment Details

Document Description: PHA Moving On Preference

Attachment Details

Document Description: Lived Experience Support Letter

Attachment Details

Document Description: Housing First Evaluation

Attachment Details

Document Description: Local Competition Scoring Tool

Attachment Details

Document Description: Scored Forms for One Project

Attachment Details

Document Description: Notification of Projects Rejected-Reduced

Attachment Details

Document Description: Notification of Projects Accepted

Attachment Details

Document Description: Local Competition Selection Results

Attachment Details

Document Description: Web Posing-CoC Approved Consolidated Application

Attachment Details

Document Description: Notification of CoC Approved Consolidated Application

Attachment Details

Document Description: 2024 Competition Report

Attachment Details

Document Description:

Attachment Details

Document Description: Healthcare Formal Agreement

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. CoC Identification	10/14/2024
1B. Inclusive Structure	10/28/2024
1C. Coordination and Engagement	10/28/2024
1D. Coordination and Engagement Cont'd	10/28/2024
1E. Project Review/Ranking	10/28/2024
2A. HMIS Implementation	10/28/2024
2B. Point-in-Time (PIT) Count	10/28/2024
2C. System Performance	10/28/2024
3A. Coordination with Housing and Healthcare	10/28/2024
3B. Rehabilitation/New Construction Costs	10/28/2024
3C. Serving Homeless Under Other Federal Statutes	10/28/2024

4A. DV Bonus Project Applicants	10/28/2024
4B. Attachments Screen	10/28/2024
Submission Summary	No Input Required
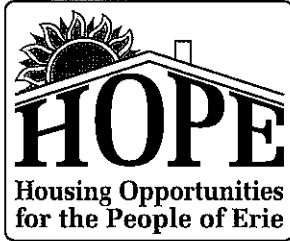
HOUSING AUTHORITY
OF THE CITY OF ERIE

606 Holland Street • Erie, PA 16501-1285
Administration Office: 814-452-2425
Fax: 814-452-2429   TDD: 814-455-1797

Application Office: 814-452-4221
Section 8 Office: 814-456-2028
Fax: 814-456-2029
www.hace.org

Housing Opportunities for the People of Erie

BISHOP DWANE BROCK
Chair

PATRICIA E. MICKEL
Vice Chair

NED SMITH
Treasurer

SEAN DUGAN
Commissioner

DONALD J. FUHRMANN, JR.
Commissioner

MICHAEL R. FRALEY
Executive Director and Secretary

TIMOTHY M. SENNETT, Esq.
Legal Counsel

September 26, 2023

To Whom it May Concern:

The Housing Authority of the City of Erie (HACE) supports the Erie County Continuum of Care's 2023 CoC application. HACE is currently a member of the Erie Supportive Housing Project Team which consists of private and public community stakeholders. This team is focused on Erie County's chronically homeless population with the following goals:

1. Assess and understand Erie's ability to stably house and serve its most vulnerable populations experiencing homelessness.
2. Stably house and serve the 150 most vulnerable households experiencing homelessness in Erie County.
3. Sustainably support this work through long-term commitments, partnerships, and funding.

The most notable accomplishment to date is the teams procurement of a developer through an RFP process to undertake Phase I of this project, a 50 unit Permanent Supportive Housing Project. Cleveland Housing Network (CHN) is working with select members of the team to identify potential sites.

HACE will support this effort by amending its Housing Choice Voucher (Section 8) Administrative Plan to permit project basing section 8 vouchers. This amendment to our Plan will give the housing authority the ability to dedicate up to 50 vouchers to phase I of the project. HACE will also consider project-basing additional vouchers for phase II of the project.

The Housing Authority of the City of Erie looks forward to partnering with the CoC on the County's efforts to serve our homeless population.

Sincerely,

Michael R. Fraley
Executive Director

Partnership with the Housing Authority of Erie City is highlighted in yellow. The Homeless preference letter from PHA references Strategy 1. The Erie Continuum of Care name is the "Home Team" and Home Team responsibilities are also highlighted in yellow.

Erie Supportive Housing Action Plan

Table of Contents

Executive Summary

Addressing Erie's Chronic Homelessness Through Supportive Housing

To address the increasingly complex needs around homelessness, a robust collection of community leaders joined together in November 2022 to form the **Erie Supportive Housing Project Team**.

The work is based on the evidence-based model called Housing First, which believes people best achieve stability when rapidly connected with stable, permanent housing and intensive supportive services.

The Project Team is a branch of Infinite Erie, a community-wide investment strategy to attract public and private sector funding for transformative projects.

What are our goals?

1. Assess and understand Erie's ability to stably house and serve its most vulnerable populations experiencing homelessness
2. Stably house and serve the 150 most vulnerable households experiencing homelessness in Erie County
3. Sustainability support this work through long-term commitments, partnerships, and funding
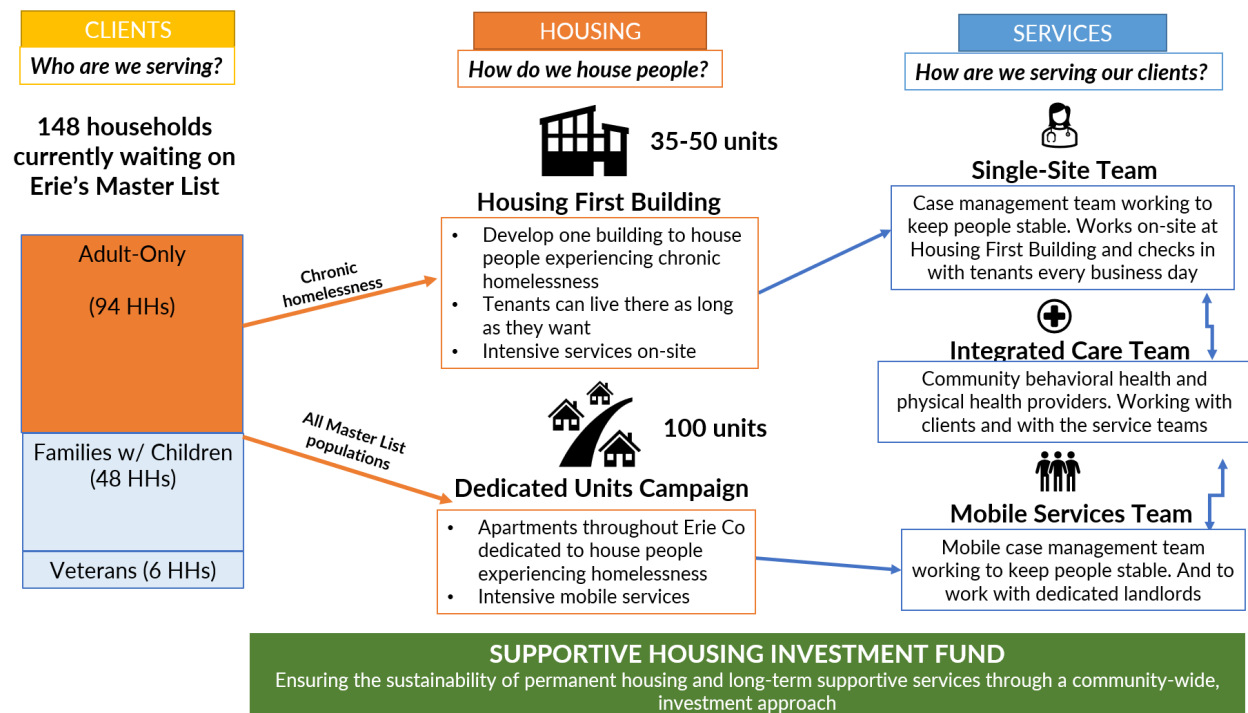
Project Team Members

- Hamot Health Foundation
- Erie Community Foundation
- Highmark Health and Allegheny Health Network
- Erie County
- City of Erie
- Erie Home Team *-This is our CoC name*
- Housing Authority of the City of Erie
- Erie County Care Management
- HANDS
- Gannon University
- Mercyhurst College
- Infinite Erie

How are we going to achieve our goals?

CLIENTS	HOUSING	SERVICES
Who are we serving?	*How do we house people?*	*How are we serving our clients?*

148 households currently waiting on Erie's Master List

Adult-Only (94 HHs)

Families w/ Children (48 HHs)

Veterans (6 HHs)

Chronic homelessness

All Master List populations

35-50 units

Housing First Building
- Develop one building to house people experiencing chronic homelessness
- Tenants can live there as long as they want
- Intensive services on-site

100 units

Dedicated Units Campaign
- Apartments throughout Erie Co dedicated to house people experiencing homelessness
- Intensive mobile services

Single-Site Team
Case management team working to keep people stable. Works on-site at Housing First Building and checks in with tenants every business day

Integrated Care Team
Community behavioral health and physical health providers. Working with clients and with the service teams

Mobile Services Team
Mobile case management team working to keep people stable. And to work with dedicated landlords

SUPPORTIVE HOUSING INVESTMENT FUND
Ensuring the sustainability of permanent housing and long-term supportive services through a community-wide, investment approach

Frequently Asked Questions

Since we've launched the **Erie Supportive Housing Project Team**, we have gotten a lot of questions from community members and local leaders about our work. We encourage this open dialogue.

Why are you focused on the chronic homelessness population?

Every year, the combined forces of Erie's charitable and government sectors move mountains to house around 400 households. It's amazing work. And yet on any given night, around 150 people sit on the "Erie master list." This is a list of people who haven't yet been housed and have deep service needs like severe mental health and addiction challenges. 75% of people on that list have a disabling condition.

We believe that you should prioritize those with the deepest needs first. Because if we build a community that works for people with severe mental illness then we will have a compassionate, comprehensive collaboration that is more prepared to scale and serve everyone.

Why are you creating and finding permanent housing?

Everyone deserves a safe and stable home. And for people with complex needs, we believe that they deserve a supportive home that ties needed services with permanent housing. The research has been clear: our brains need a permanent, safe place to overcome our traumas. Living in transition is hard on us. Having a lease in your name is a sign of stability. Stay for as long as you need.

We also know that people with severe mental illness and in recovery require supportive services. Instead of asking those people in trauma to navigate their situation by getting on one waiting list and then another, let's navigate it for them. Let's create permanent housing that comes with supportive services, so that you can be safe here and become healthy here.

How will this supportive housing work exactly? How long can people stay?

People will be referred from the Erie Home Team to these supportive housing units. Clients will sign a lease and can stay as long as they follow the terms of that lease. They will be matched with intensive supportive services to work on the root causes of their homelessness. Rent will be affordable, and tenants are responsible for a portion of their rent.

The housing could end up looking a lot of ways – rehabbing an old school; building a new building; dedicating a duplex to the cause. We are looking to dedicate 150 units throughout Erie County.

Who are your partners? How is this being funded?

This is built on the back of the good work being done throughout Erie County. We are partnering with the nonprofit service agencies in the Erie Home Team who work every day to end homelessness. We are partnering with local hospital systems, local funders, and local governments. The work is being funded by a collaboration of all these agencies and private donors.

Assessment of Supportive Housing Landscape

What is 'Supportive Housing'?

This action plan is centered around the model for "supportive housing," which has been shown to be the most effective intervention for people experiencing homelessness. The United States Interagency Council on Homelessness defines supportive housing as:

> "Supportive housing combines non-time-limited affordable housing assistance with wrap-around supportive services for people experiencing homelessness, as well as other people with disabilities.
>
> Study after study has shown that supportive housing not only resolves homelessness and increases housing stability, but also improves health and lowers public costs by reducing the use of publicly-funded crisis services, including shelters, hospitals, psychiatric centers, jails, and prisons."

Supportive housing is backed up by the philosophy of Housing First (defined by the National Alliance to End Homelessness), the evidence-based understanding that client stability is best achieved and maintained once permanent housing is gained. Supportive housing is the delivery mechanism for a Housing First philosophy.

Key Assessment Findings

From October 2022 to January 2023, we conducted an assessment of Erie's response to homeless. The conversations included over 30 interviews were conducted with representatives from homeless services agencies, health care, county administration, city government, housing authority, and funding community.

The following is a summary of consistent themes brought up during key informant interviews.

Housing

1. **Targeting those with Complex Care Needs–** there was a shared desire to focus on unsheltered people with complex care needs. The current system of care appears to be doing a great job in serving families with children, but leaves large gaps for adult-only households.
2. **Poor Housing Stock –** It is difficult to get people into housing that is quality and affordable. "Blight" was a consistent theme in conversations.
3. **Homelessness Preference in Housing** – there was excited for canvassing housing owners to convince owners to add a preference for homelessness in their tenant selection policy.

Supportive Services

1. **Key Service Leaders –** Every interviewer commented positively about a leaders of services in Erie, suggesting that there is a core group of innovators to build around.

2. **Lack of Accountability –** Interviews mentioned a lack of community-wide accountability for service agencies, with one person saying, "It baffles me that we are underwriting mediocrity."
3. **Integrating Mental Health Services into Homeless Services –**
   a. One interviewer commented, "we need to do better in getting our mental health providers into housing [services]." There does not appear to be "no system of coordination outside of housing prioritization meetings."
   b. "I like the idea of an integrated care team. Going person by person to ask what people need. Without constantly using emergency rooms."
4. **Our People are Burnt Out –** Interviews mentioned staffing shortages and burn-out as a key factor impacting the capacity of the homeless response system.

Partnerships

1. **The Culture is Changing and at a "Leverage Point" –** Interviews mentioned a renewed belief in Erie's commitment to address homelessness, especially with the increased coordination and voice of private funders being a "leverage point".
2. **"We don't have a funding problem"** – there is a keen belief that there is enough funding in Erie to invest in well-designed, community-wide strategies to impact homelessness
3. **The Erie Work Ethic –** "We have a get-it-done, blue-collar mentality. While we may like the shiny new toy, using the resources we have better is just as exciting."
4. **Erie Home Team –** "We need to grow," said one interviewer. It was consistently noted that the Erie Home Team could do more to push innovative practices and be a dependable governance model for community leaders wanting to move the needle on homelessness.
5. **Choose a Housing Model and Stick with It –** There was concern that community leaders would shift from one housing model to another housing model instead of coalescing around a consistent best practice.

Data Review

The following represents the key findings from the data review of homelessness and behavioral health data using two main sources: 1) **Homeless Management Information System** (HMIS), which is the primary data base for all data from the homeless response system; 2) **Erie County Department of Human Services** (DHS), which holds data for all mental health services, drug & alcohol services, intellectual disability services, and Office for Children and Youth (OCY) data.
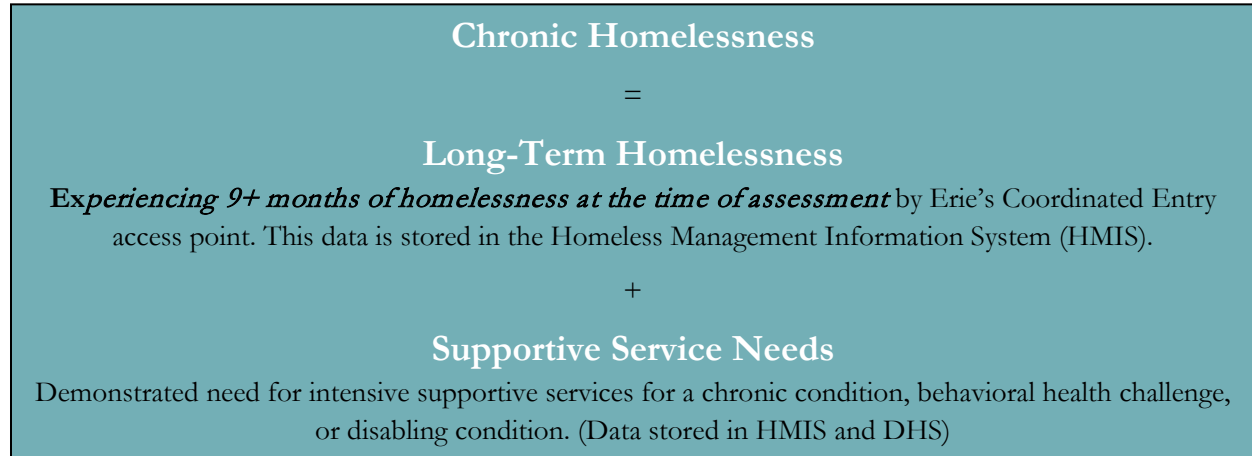
Key Research Questions

To plan how best to build a pipeline of supportive housing units that serve people experiencing homelessness with deep supportive services needs, we sought to understand:

1. **Scale**: What is the scale of the "chronic homelessness" population in Erie?
2. **Housing Outcomes:** What are the current housing outcomes for our chronic homelessness population?
3. **Service Needs**: What are the supportive services needs for our chronic homelessness population?

Definition of Chronic Homelessness

Chronic Homelessness – there is a federal definition of 'chronic homelessness' from U.S. HUD. For use by this project, we will expand the definition of chronic homelessness to mean people experiencing literal homelessness who meet two conditions:

> ### Chronic Homelessness
>
> =
>
> ### Long-Term Homelessness
> *Experiencing 9+ months of homelessness at the time of assessment* by Erie's Coordinated Entry access point. This data is stored in the Homeless Management Information System (HMIS).
>
> +
>
> ### Supportive Service Needs
> Demonstrated need for intensive supportive services for a chronic condition, behavioral health challenge, or disabling condition. (Data stored in HMIS and DHS)

Data Findings on Erie Chronic Homelessness

Assessment Years (using HMIS data)

1. October 2021 – September 2022
2. July 2022 – June 2023

SCALE
How Many People are Experiencing Chronic Homelessness?

Definition:
Long-Term Homelessness = *Experiencing 9+ months of homelessness at the time of assessment* by Erie's Coordinated Entry access point. This data is stored in the Homeless Management Information System (HMIS).

	Assessment Year 1 (2021-2022)	Assessment Year 2 (2022-2023)
Total Long-Term Homelessness	127 (30% of assessments)	101 (22% of assessments)
Adult-Only Households	N/A	92
Families with Children	N/A	9
Total Households Assessed	**423**	**467**

HOUSING
How Many People Experiencing Chronic Homelessness Do We House?

	Housed Previously And Lost Housing	Housed During Assessment Year	Unhoused at end of Year	Total Long-Term Homelessness
2021-2022	22	29	98	127
2022-2023	33	15	86	101
AVERAGE	28	22	92	114

Population Focus:
This suggests there are around **90 people experiencing long-term homelessness every year** in Erie that are not getting housed.

SERVICE NEEDS
What are the Supportive Service Needs for Chronic Homelessness?

Data Source: Erie County Department of Human Services. Cross-referenced anyone who touched the Homeless Management Information System during Assessment Year 2 (2022-2023).

Total Population = 101 households experiencing "long-term homelessness" in Assessment Year 2
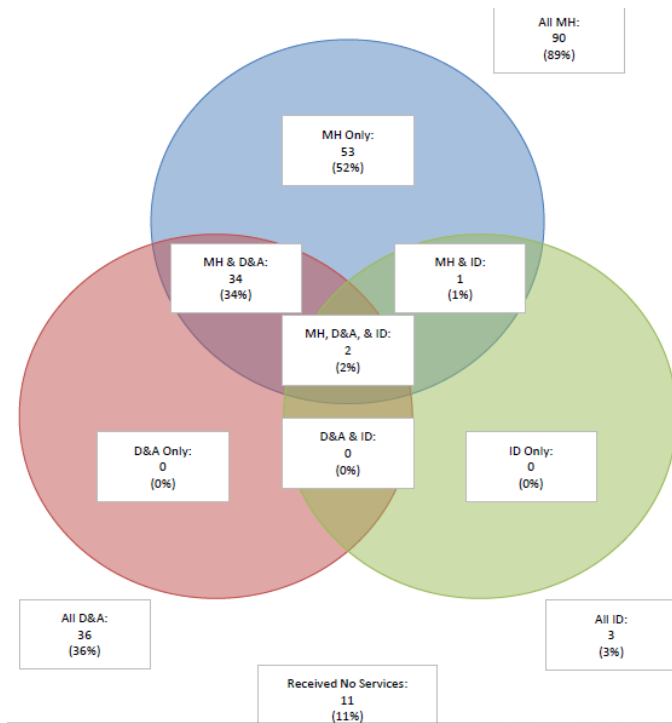
All MH:
90
(89%)

MH Only:
53
(52%)

MH & D&A:
34
(34%)

MH & ID:
1
(1%)

MH, D&A, & ID:
2
(2%)

D&A Only:
0
(0%)

D&A & ID:
0
(0%)

ID Only:
0
(0%)

All D&A:
36
(36%)

All ID:
3
(3%)

Received No Services:
11
(11%)

Table 1.

Overlap between MH, D&A, and IDD Services for Long-Term Homelessness

	Mental Health	Drug & Alcohol Services	Intellectual Disability Services
Mental Health Services	53 (52%)	34 (34%)	1 (1%)
Drug & Alcohol Services		0 (0%)	0 (0%)
Intellectual Disability Services			0 (0%)

Table 2.

Top 5 <u>Mental Health Services</u> Compared Between Long-Term Homelessness Subpopulation and All Populations Experiencing Homelessness

Top Mental Health Services in 2022-2023	All Households Experiencing Homelessness (n = 467)	Long-Term Homelessness (n = 101)	FINDING
Administrative Case Management	52% of **all people experiencing homelessness** used this service in this assessment year	83% of **chronic households** used this service in this assessment year	Long-Term Homeless households **used mental health services at a much higher rate** than the full population experiencing homelessness.
Outpatient Mental Health	39%	55%	
Crisis Intervention	20%	29%	
Blended Case Management	17%	32%	
Support Funds	12%	17%	
USED ANY SERVICE THIS YEAR	**66%**	**89%**	

Table 3.

Top 5 <u>Drug & Alcohol Services</u> Used by Populations Experiencing Homelessness

Top D&A Services in 2022-2023	All Household (n = 467)	Long-Term Homelessness (n = 101)	FINDING
Outpatient D&A Services	18% of **all people experiencing homelessness** used this service in this assessment year	22% of **chronic households** used this service in this assessment year	Long-Term Homeless households **used drug & alcohol services at a much higher rate** than the full population experiencing homelessness.
Non-Hospital Rehab	14%	24%	
D&A Assessments	9%	8%	
Intensive Outpatient	9%	12%	
Intensive Case Management	5%	8%	
USED ANY SERVICE THIS YEAR	71%	89%	

KEY DATA FINDINGS

Finding 1 – Scale
There are **101 – 127 households experiencing long-term homelessness** each year in Erie

Finding 2 – Housing
Every year, Erie houses around 22 people experiencing long-term homelessness. This leaves around **90 people every year not being housed**.

Finding 3 – Services
People experiencing long-term homelessness have deep service needs and are engaging with services at a higher rate.

1) Long-term homeless populations were **23% more likely to engage in mental health services**
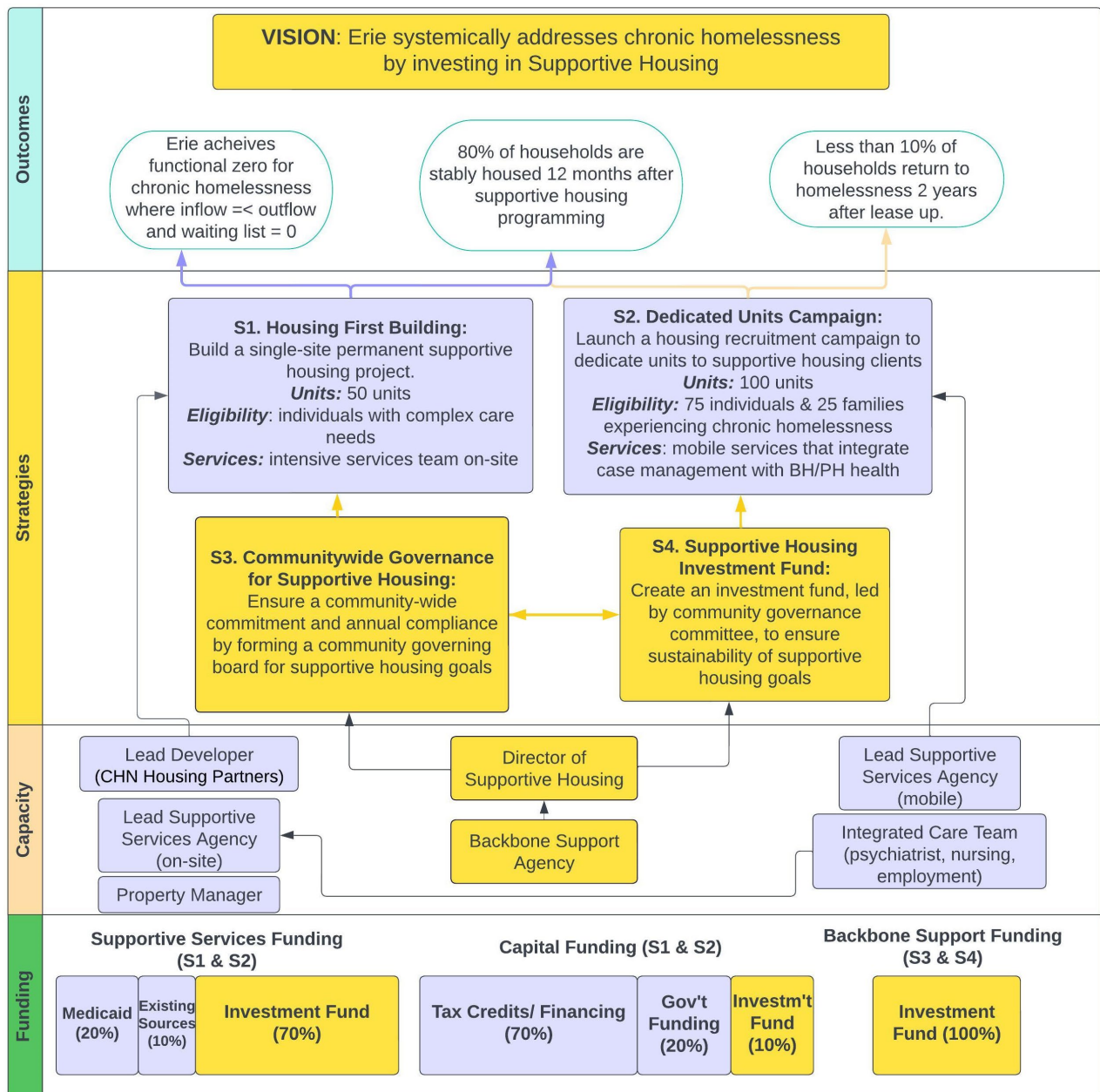2) Long-term homeless populations were **18% more likely to engage in drug & alcohol services**

Strategic Framework

Method

Infinite Erie, a public-private investment strategy for Erie, formed a delivery team on homelessness called the **Erie Supportive Housing Project Team** (membership found in Executive Summary), facilitated by Bowling Business Strategies, that met from November 2022 until November 2023 to develop the following strategic framework.

Supportive Housing Strategy Map

The strategy for the Supportive Housing Action Plan is summarized by the following graphic:

Outcomes

VISION: Erie systemically addresses chronic homelessness by investing in Supportive Housing

Erie acheives functional zero for chronic homelessness where inflow =< outflow and waiting list = 0

80% of households are stably housed 12 months after supportive housing programming

Less than 10% of households return to homelessness 2 years after lease up.

Strategies

S1. Housing First Building:
Build a single-site permanent supportive housing project.
Units: 50 units
Eligibility: individuals with complex care needs
Services: intensive services team on-site

S2. Dedicated Units Campaign:
Launch a housing recruitment campaign to dedicate units to supportive housing clients
Units: 100 units
Eligibility: 75 individuals & 25 families experiencing chronic homelessness
Services: mobile services that integrate case management with BH/PH health

S3. Communitywide Governance for Supportive Housing:
Ensure a community-wide commitment and annual compliance by forming a community governing board for supportive housing goals

S4. Supportive Housing Investment Fund:
Create an investment fund, led by community governance committee, to ensure sustainability of supportive housing goals

Capacity

Lead Developer (CHN Housing Partners)

Lead Supportive Services Agency (on-site)

Property Manager

Director of Supportive Housing

Backbone Support Agency

Lead Supportive Services Agency (mobile)

Integrated Care Team (psychiatrist, nursing, employment)

Funding

Supportive Services Funding (S1 & S2)

Medicaid (20%)	Existing Sources (10%)	Investment Fund (70%)

Capital Funding (S1 & S2)

Tax Credits/ Financing (70%)	Gov't Funding (20%)	Investm't Fund (10%)

Backbone Support Funding (S3 & S4)

Investment Fund (100%)

Project Timeline

Focus Area	Description	2023	2024			
		Q4	Q1	Q2	Q3	Q4
Strategy 1: Housing First Building						
Site Selection & Entitlement	Identify site for PSH building and obtain site control	●	●			
Services Agency Selected	Select the lead agency to deliver services on-site	●				
Capital Stack & Funding	• Raise capital (Q1-Q4 2024) • Apply for tax credits through PHFA (Q4 2024). • Close financing (Q4 2025)		●	●	●	●
Construction Begins	Break ground on development (Q4 2025)					
Strategy 2: Dedicated Units Campaign						
Develop dedicated units program & budget	Agree on how to identify units, provide rental assistance, and deliver mobile services	●				
Determine lead agency for unit acquisition & leasing	Select agency who will acquire units and act as the master leaser	●	●			
Determine service provider(s) to deliver mobile care	Select supportive service agencies who will apply housing and health interventions	●	●			
Launch dedicated housing	Begin the unit dedication campaign		●	●	●	●
Strategy 3: Communitywide Governance						
Select Backbone Support Agency	Determine the agency who will be the backbone for all efforts in this plan and will manage support staff	●	●			
Develop governance charter	Agree on the scope, function, and decision-making of the Cabinet	●				
Convene Leadership Cabinet	Launch governing committee		●	●	●	●
Launch public relations	Communicate to public about the governance structure		●	●	●	●
Strategy 4: Supportive Housing Investment Fund						
Fundraising goal & planning	Agree on the $$$ goal and the methods to fundraise to that goal	●				
Determine fundraising feasibility	Through interviews/surveying, determine the feasibility of goal	●	●			
Launch charitable campaign	Publicly launch fundraising effort		●	●	●	●
Develop fund mgmt plan	Determine how to manage fund		●			

Project Budget

This represents an estimate of the budget cost to develop and operate 150 supportive housing units:

	STRATEGY 1A		STRATEGY 1B		STRATEGY 2A		STRATEGY 2B	
Strategic Focus	Housing First Building #1		Housing First Building #2		Acq/Rehab Units		Master Leased Units	
Population Focus	Adult-Only Chronic Homelessness		Adult-Only Chronic Homelessness		Adult-Only Chronic Homelessness		Family Chronic Homelessness	
# of Housing Units	Units	50	Units	50	Units	25	Units	25
CAPITAL								
USE								
Land/Acquisition Cost	$750,000		$750,000		$1,250,000			
Total Development Cost	$20,000,000		$20,000,000		$0			
Rehab					$1,250,000			
Landlord Incentives							$125,000	
TOTAL USES	**$20,750,000**		**$20,750,000**		**$2,500,000**		**$125,000**	
SOURCE								
Low-Income Housing Tax Credits	$14,525,000		$14,525,000					
Permanent Debt	$1,000,000		-					
Other Governmental	$3,800,000		$1,250,000					
Other Private	$1,000,000		$1,000,000					
TOTAL SOURCES	**$20,075,000**		**$16,775,000**		**$ -**		**$ -**	
GAP								
TOTAL GAP	**$(675,000)**		**$(3,725,000)**		**$(2,500,000)**		**$(125,000)**	
OPERATIONS								
USE								
Rental Assistance (1BRs)	$390,000		$390,000		$195,000			
Rental Assistance (3BRs)							$300,000	
Property Management	*Paid by project income*		*Paid by project income*		$19,500		$ -	
Damage Mitigation Fund	*Paid by project income*		*Paid by project income*		$75,000		$75,000	
TOTAL USES	**$390,000**		**$390,000**		**$289,500**		**$375,000**	
SOURCE								
Project-Based Vouchers	$390,000		$390,000		$ -		$ -	
TOTAL SOURCES	**$390,000**		**$390,000**		**$ -**		**$ -**	
GAP								
TOTAL GAP	**$ -**		**$ -**		**$(289,500)**		**$(375,000)**	

SERVICES				
USE				
Client:Staff Ratio	3 FTE	3 FTE	I FTE	I FTE
Average Salary	$275,808	$275,808	$91,936	$91,936
TOTAL USE	**$275,808**	**$275,808**	**$91,936**	**$91,936**
SOURCE				
Medicaid (25% of costs)	$68,952	$68,952	$22,984	$22,984
TOTAL SOURCE	**$68,952**	**$68,952**	**$22,984**	**$22,984**
GAP				
TOTAL GAP	**$(206,856)**	**$(206,856)**	**$(68,952)**	**$(68,952)**
TOTAL GAP (This is the difference in sources and uses – the amount of money needed to be privately or publicly funded)				
Capital Gap *(one-time)*	$675,000	$3,975,000	$2,500,000	$125,000
Operations Gap *(annual)*	$ -	$ -	$289,500	$375,000
Services Gap *(annual)*	$206,856	$206,856	$68,952	$68,952
TOTAL GAP	**$881,856**	**$4,181,856**	**$2,858,452**	**$568,952**

Of the "TOTAL GAP" there are items (capital) that are one-time funding needs, while other (services and operations) are annual needs for a sustainable funding source.	
TOTAL Capital- One-Time Expense	**$7,275,000**
TOTAL Annual Expense	**$1,216,116**

Supportive Housing Investment Fund

Purpose: To invest community-based, private funding responsibly and to provide a sustainable source for annual operations and services that support the supportive housing goals.

What: The Supportive Housing Investment Fund ("The Fund") is a privately-funded account that will be invested so it can be an appreciating asset. The Fund will be managed by the Supportive Housing Leadership Cabinet (and supported by the backbone support agency).

Item	Assumption
Investment Fund Capitalization	**$10,000,000**
Annual Contribution Needed to Sustain Fund	$100,000
Annual Interest Rate	5%
Inflation Rate for Expenses	3%
Annual Operation & Services Cost	**$1,216,115**
Years Fund Will be Solvent (with above assumptions)	**10 years**

Action Plan

Strategy 1 (Housing First Building)

Outline of Strategy

> **Purpose Statement**
>
> Around 125 people experience long-term homelessness in Erie every year. They require a permanent and supportive housing unit that can end their homelessness and keep them stable and healthy. Strategy 1 works to build a marquis project for Erie that demonstrates that transformation is possible for people living chronic homelessness. **The strategy will design, site, and build a property that ends homelessness for 50 people**.

Goals:

1. Select a development partner who will lead the development of the permanent supportive housing building
2. Raise the needed funding and capital stack to finance the development, sustainably support rental assistance, and maintain adequate supportive services on-site
3. Recruit a lead service provider who will provide trauma-infomed services to residents on-site
4. Develop the property

Visual of Strategic Structure:

Planning and Implementation Team

Planning Team	• Laura Guralnick, CHN Housing Partners • Mike Fraley and Dusti Dennis, Housing Authority of City of Erie • Wyatt Schroeder, BBS • Services Team • Funding Team
Backbone Support Agency	**CHN Housing Partners –** as the appointed lead developer, CHN will provide backbone and project management services for Strategy 1
Key Staff	• **Services Team –** the services team (Erie Home Team, -Our CoC HHF, Highmark/AHN, ECCM, Erie County DHS) will advise on the services staffing and structure • **Funding Team –** the funding team (ECF, HHF, Highmark/AHN, City of Erie, Erie County DHS, HACE) will advise on the capital stack and funding

Key Tasks

Focus Areas	Key Tasks	Who	When
Select Lead Developer	• Release an RFQ for development services • Convene a Review Team to interview applicants • Select lead developer	Project Team (BBS facilitates)	July 2023 **DONE**
Identify Site	• Map the functional criteria for site selection using GIS • Host a subcommittee to review sites based on the criteria • Enter purchase agreement for site • Go through entitlement process for site	CHN & Site Selection Subcommittee	Nov 2023
Raise Capital & Funding	• Work with HACE to identify source for rental assistance through project-based vouchers • Build a pro forma to identify sources and gaps • Apply for low-income housing tax credits through PHFA (in 2024 round) • Work with Funding Team to identify sources for gap financing	CHN & Funding Team	Dec 2024

Select Services Lead	• Analyze data from the homeless response system and from Erie Dept of Human Services to understand client need • Work with Services Team to design the services program • Select a lead services agency to work with clients on-site on housing and health stability	Services Team (facilitated by BBS; supported by CHN)	Jan 2024
Develop Property	• Determine the long-term ownership structure of property • Under advisement with Services Lead, design the building • Hire general contractors and begin construction management • Conduct community outreach • Construct building • Host a press conference and event for groundbreaking. And communicate development progress with public • Lease up building upon receiving certificate of occupancy	CHN	Jan 2024 - 2026

Strategy 2 (Dedicated Units Campaign)

Outline of Strategy

> **Purpose Statement**
>
> This partnership has the opportunity to leverage existing housing and property owners who could "dedicate" their units to house people experiencing homelessness. This effort requires a community-wide campaign to solicit those partnerships. As landlords are recruited, the partnership can also target properties to acquire and renovate to become dedicated units. This multi-prong approach greatly expands housing opportunities.

Goals:

1. Design a program that acquires and recruits 100 units to become dedicated to housing people experiencing chronic homelessness
2. Select a backbone agency that can be the risk-bearing entity that acquires housing and/or master leases units in order to make those units dedicated to supportive housing
3. Select a service agency (in coordiantion with services agency from Strategy 1) that provides mobile housing and health services to all tenants in dedicated units
4. Launch dedicated units program

Visual of Strategic Structure:

Planning and Implementation Team

Planning Team	• Erie Home Team • Project Team
Backbone Support Agency	**TBD** – this planning team will determine the housing and the service lead. And determine their relationship to the Backbone Support Agency and Service Lead from other strategies. When possible, the Backbone Support Agency and Lead Service Agency will be the same across strategies
Key Staff	• **Housing lead(s) –** determine the lead agency that will acquire and/or master lease units • **Service lead –** determine the provider who will deliver mobile services to the tenants in the dedicated units

Key Tasks

Focus Areas	Key Tasks	Who	When
Develop dedicated units program & budget	• Host planning meetings with Erie Home Team • Decide with Project Team on the source of rental assistance • Agree on the population focus per sub-strategy (individuals and families)	Erie Home Team & Project Team (BBS facilitates)	Dec 2023
Determine lead agency for unit acquisition & master leasing	• Work with the Project Team to select a lead agency (ideally also the backbone support agency for Strategy 3) • Create an MOU for the lead agency to execute that outline responsibilities • Develop a master lease template • Develop a capital budget needed to deliver 100 dedicated units	Project Team (BBS facilitates)	Dec 2023
Determine service provider(s) to deliver mobile care	• Analyze the client need based on homeless service and mental health data. Determine the service array needed to stably support clients. • Develop the programmatic expectations for a service provider to achieve • Recruit a provider and have them execute an MOU	Funding Team (BBS facilitates)	Jan 2024
Launch housing acquisition	• Secure seed funding required for capital budget • Develop marketing materials to communicate how a landlord or property owner can partner	Backbone support	March 2024

& dedication effort	• Publicly launch the campaign effort for 100 dedicated units	agency (TBD)	

Strategy 3 (Supportive Housing Leadership Cabinet)
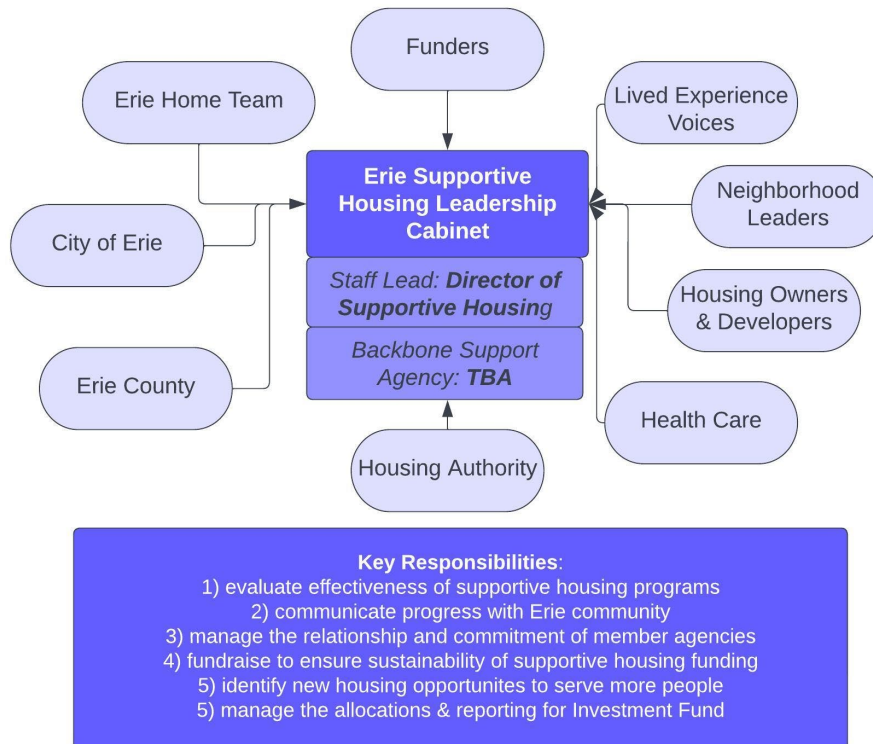
Outline of Strategy

> ### Purpose Statement
> Every public-private partnership needs **clear governance and leadership**. Strategy 3 seeks to determine the on-going governance approach to sustain and evolve the supportive housing effort. It will be supported by a "**backbone support agency"** who will convene the leadership group and act as the project manager for the on-going partnership.

Goals:

1. Develop a charter that governs the responsibilities and expectations for a leadership cabinet that oversees the supportive housing programming
2. Recruit member agencies for the Leadership Cabinet
3. Convene and launch the Leadership Cabinet
4. Determine the "backbone support agency" for the long-term management and monitoring of the Supportive Housing Action Plan

Visual of Strategic Structure:

Planning and Implementation Team

Planning Team	• Karen Bilowith, ECF • Boo Hagerty, HHF • Brenda Sandberg, Highmark/AHN • John DiMattio, Erie County DHS • Kim Thomas, Infinite Erie
Backbone Support Agency	**TBD** – this agency will employ the project manager for the Leadership Cabinet and the Supportive Housing Pipeline. This agency will act as the convener and public coordinator for all supportive housing activities, in partnership with member agencies.
Key Staff	• **Director of Supportive Housing** (TBD) – the facilitator and project manager of the Leadership Cabinet and strategist for supportive housing programming. Employed by Backbone Support Agency.

Key Tasks

Focus Areas	Key Tasks	Who	When
Select Backbone Support Agency	• Host a discussion among the Supportive Housing Project Team to solicit input on the key responsibilities for a backbone support agency • Determine process to select a backbone agency • Select the backbone agency	Project Team (BBS facilitates)	Oct 2023
Develop governance charter	• Host a discussion on the expectations and responsibilities for the Leadership Cabinet • Draft a charter on the scope, function, and decision-making of the leadership cabinet. • Project Team votes to accept charter and commission the Leadership Cabinet	Project Team (BBS facilitates)	Nov 2023
Convene Leadership Cabinet	• Recruit members of the Leadership Cabinet and ask them to agree to governance charter • Determine the implementation timeline • Host first session of Leadership Cabinet	Backbone support agency	Jan 2024
Launch public relations	• Launch and sustain a public relations effort	Backbone support agency	March 2024

Strategy 4 (Supportive Housing Investment Fund)
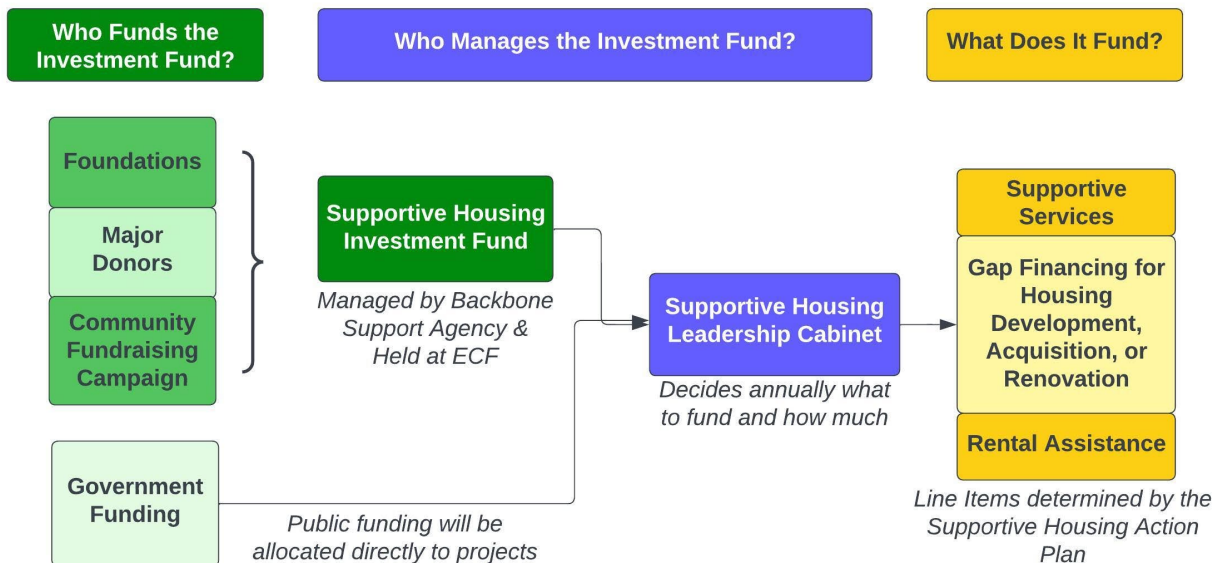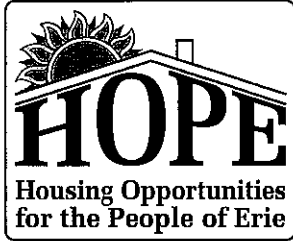
Outline of Strategy

> ### Purpose Statement
> The above strategies require significant and sustainable funding. To backstop this effort, we will **create an investment fund** that will be held at the community foundation and earn interest as we end homelessness. **The Leadership Cabinet (from Strategy 3) will be the governing board of the fund**, distributing it appropriately and effectively to the needs from Strategy 1 & 2. A **fundraising campaign will seed the fund**.

Goals:

1. Produce a clear and comprehensive budget of all line items from Strategy 1, 2, and 3 that analyzes sources and uses to understand the gap needed to capitalize an investment fund.
2. Develop and launch a fundraising effort (focused on foundations, major donors, and community investors) to capitalize the investment fund for at least 10 years
3. Launch a public relations effort to accompany the community fundraising effort
4. Create a fund management plan to understand how the fund will be managed, especially its relationship with ECF, the backbone support agency, and the Leadership Cabinet

Visual of Strategic Structure:

Planning and Implementation Team

Planning Team	• Karen Bilowith, ECF • Boo Hagerty, HHF • Brenda Sandberg, Highmark/AHN • John DiMattio, Erie County DHS • Renee Lamis & Debra Smith, City of Erie • Kim Thomas, Infinite Erie
Backbone Support Agency	**TBD** **Fund Management –** Erie Community Foundation
Key Staff	• **Fund Manager** (TBD) • **Fundraising Lead** (TBD) • **Fundraising Committee Co-Chairs** (TBD)

Key Tasks

Focus Areas	Key Tasks	Who	When
Fundraising goal & planning	• Develop a clear, comprehensive budget for all strategies and projects • Analyze the potential sources for funding in the budget, especially public vs. private. Determine the gap in funding • Select a community fundraising goal needed to capitalize the investment fund	Funding Team (BBS facilitates)	Dec 2023
Determine fundraising feasibility	• Conduct a feasibility exercise, through surveying and interviewing, to determine the appetite from the public to invest and achieve the fundraising goal • Report findings to Project Team	Funding Team (BBS facilitates)	Feb 2024
Launch charitable campaign	• Develop a plan for a communitywide fundraising plan to attract gifts into the investment fund, especially from major donors and community investors • Execute the community campaign	Backbone support agency	March 2024
Develop fund mgmt plan	• Create a plan on how to manage the funds, articulate this in a way that is presentable to community investors • Determine how the governing committee will monitor funds and decide allocations	Backbone support agency	March 2024

HOUSING AUTHORITY OF THE CITY OF ERIE

606 Holland Street • Erie, PA 16501-1285
Administration Office: 814-452-2425
Fax: 814-452-2429 TDD: 814-455-1797

Application Office: 814-452-4221
Section 8 Office: 814-456-2028
Fax: 814-456-2029
www.hace.org

September 26, 2023

To Whom it May Concern:

The Housing Authority of the City of Erie is partnering with the Erie City and County Continuum of Care with providing Housing Choice Vouchers to participants in CoC Permanent Supportive Housing (PSH) programs. The "Moving On" initiative will provide vouchers for participants who are interested in and capable of living in independent community-based housing. PSH spots utilized by participants moving to a Housing Choice Voucher will then be made available to vulnerable individuals eligible for CoC Permanent Supportive Housing so they can receive intensive services and supports provided by supportive housing. The Housing Authority of the City of Erie supports the goals of the Moving On Initiative and makes the following commitments to support its implementation:

1. To dedicate 10 Housing Choice Vouchers to the Moving On initiative to be allocated to eligible tenants beginning in April 2024.
2. To have an MOU between the Housing Authority of the City of Erie, Erie County DHS (CoC lead applicant), and Erie CoC funded PSH providers by January 2024.
3. To attend semi-annual implementation meetings, which provide an opportunity to identify and address any issues arising during implementation of the initiative.
4. To conduct a training for providers on the Housing Choice Voucher program and how to help program participants with the process of applying for and utilizing a voucher.
5. To streamline application processing and subsequent steps (including inspections and HAP contract generation) for Moving On applicants to the extent possible.
6. To support efforts to track outcomes for participants by providing regular reports of persons served as determined by Erie County DHS.

Sincerely,

Michael R. Fraley
Executive Director

COUNTY OF ERIE
MENTAL HEALTH/INTELLECTUAL DISABILITIES

Brenton Davis,
County Executive

John DiMattio,
Director

Memorandum of Understanding

This Memorandum of Understanding (MOU) has been created and entered into on ___5/10/2024___ between:

The Housing Authority of the City of Erie

and

The PA-605 Continuum of Care Lead Applicant, Erie County Department of Human Services (DHS)

The Moving On Initiative is a program designed to support the 'moving on' of supportive housing tenants who are interested in and capable of living in independent community-based housing. The units vacated by tenants who have moved on will then be made available to vulnerable individuals in need of the intensives services and supports provided by supportive housing.

The Housing Authority of the City of Erie (RACE) supports the goals of the Moving On Initiative and makes the following commitments to support its implementation:

1. To commit 10 Housing Choice Vouchers to the Moving On Initiative to be allocated to eligible tenants referred by the PA-605 Continuum of Care (CoC) Recipient and all Permanent Supportive Housing (PSH) Sub-Recipients.

2. To hold semi-annual implementation meetings, which provide an opportunity to identify and address any issues arising during implementation of the initiative.

3. To conduct an annual training for PSH providers on the Housing Choice Voucher program and how to help program participants through the process of applying for and utilizing a voucher.

4. To streamline application processing and subsequent steps (including inspections and HAP contract generation) for Moving On applicants to the extent possible.

5. To support efforts to track outcomes for participants by providing regular reports of persons served as determined by Erie County DHS.

The PA-605 CoC lead applicant, Erie County DHS supports the goals of the Moving On Initiative and makes the following commitments to support its implementation:

1. Make sure all PA-605 CoC PSH providers screen and provide referrals for participants who are interested in moving from the PSH program to an HCV voucher.

2. Make sure all participants exiting PSH to an HCV voucher receive up to but no longer than 6 months

COUNTY OF ERIE

MENTAL HEALTH/INTELLECTUAL DISABILITIES

Brenton Davis,
County Executive

John DiMattio,
Director

supportive services.

3. Schedule and host semi-annual implementation meetings, which provide an opportunity to identify and address any issues arising during implementation of the initiative.

4. Require all PSH providers to participate in the HACE training of how to assist participants applying for and utilizing an HCV voucher.

5. Ensure that vacated units of participants who move to an HCV are backfilled using our CoC's Prioritization process as outlined in the CoC Written Standards and CoC Coordinated entry policies and procedures.

6. To track outcomes for participants by collecting and analyzing data from HACE including but not limited to how many participants remained in or had positive exits from the HCV program and how many returned to homelessness.

Signed by:

Executive Director, PHA

5/10/24

Date

Continuum of Care Grant Authorized Official

5/10/24

Date

Erie County's Continuum of Care - PA(605)

Erie County Department of Human Services
154 west 9th Street, 4th Floor
Erie, PA 16501

Erie County Home Team
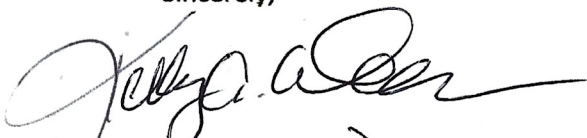Homeless and Housing Coalition

October 25, 2024

To Whom It May Concern:

RE: This letter to attest support of persons with lived experience with PA-605 Continuum of Care's priorities for serving individuals and families experiencing homelessness with severe needs in our CoC's geographic area.

The Continuum of Care (CoC) has a number of persons with lived experience participating and assisting to help develop strategies to improve the lives of the homeless in our CoC. A Person with Lived Experience (PWLE) is serving on our Governing Board. PWLE serve on our sub-committees including the client services committee and the homelessness and healthcare committee. The CoC has involved PWLE in developing a strategy to educate the community on homelessness and the unhoused using a housing simulation board game. Our winter overflow shelter, Our Neighbor's Place, relies on PWLE as staff and volunteers to oversee operations. In addition, an advocacy group of PWLE and their allies, Voices of Homeless Advocates (VHA) is a group of PWLE that provides input, feedback and information on multiple issues that those who experience homelessness in Erie County encounter to our CoC. VHA also participates in our marketing and community outreach committee to plan and participate in the December 21st Homeless Memorial Service. The CoC has collaborated and provided marketing and technical assistance to VHA's, " Resource Guide to Downtown Erie". The guide was created by PWLE for those experiencing homelessness.

The PWLE experience attest below that they not only support but actively assist in our CoC's priorities in serving the homeless with severe needs, including chronically homeless, unsheltered, and severely disabled to not only end homelessness but to improve the quality of life of the most vulnerable in our CoC.
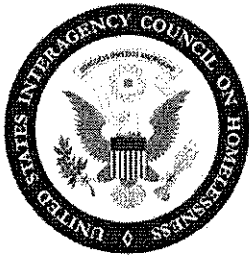
Sincerely,

(Kelly A. Welsh)

Thomas Skibicki

Thomas Skibicki

kaleb scott

Housing First Checklist: Assessing Projects and Systems for a Housing First Orientation

Housing First is a proven approach, applicable across all elements of systems for ending homelessness, in which people experiencing homelessness are connected to permanent housing swiftly and with few to no treatment preconditions, behavioral contingencies, or other barriers. It is based on overwhelming evidence that people experiencing homelessness can achieve stability in permanent housing if provided with the appropriate level of services. Study after study has shown that Housing First yields higher housing retention rates, drives significant reductions in the use of costly crisis services and institutions, and helps people achieve better health and social outcomes.[i]

This checklist was designed to help you make a quick assessment of whether and to what degree housing programs — and entire systems — are employing a Housing First approach. Robust tools and instruments are available elsewhere to quantitatively measure program quality and fidelity to Housing First. This tool is not meant to take the place of those more rigorous assessments, but is intended to help Continuums of Care, individual housing and services providers, funders, and other stakeholders to communicate about, and quickly assess, alignment with key Housing First approaches.

Core Elements of Housing First at the Program/Project Level

For your homelessness service system to work the most efficiently and effectively, individual programs must embrace a Housing First approach. This portion of the checklist can help you assess the extent to which your local programs are implementing Housing First. You can use this tool for trainings or planning sessions, during a site visit or program audit, as a guide when reviewing funding applications, or for many other uses.

☑ Access to programs is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or other unnecessary conditions.

☑ Programs or projects do everything possible not to reject an individual or family on the basis of poor credit or financial history, poor or lack of rental history, minor criminal convictions, or behaviors that are interpreted as indicating a lack of "housing readiness."

☑ People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy, and building and apartment units include special physical features that accommodate disabilities.

> **Quick Screen: Does Your Project Use Housing First Principles?**
>
> 1) Are applicants allowed to enter the program without income?
>
> 2) Are applicants allowed to enter the program even if they aren't "clean and sober" or "treatment compliant"?
>
> 3) Are applicants allowed to enter the program even if they have criminal justice system involvement?
>
> 4) Are service and treatment plans voluntary, such that tenants cannot be evicted for not following through?

☐ N|A Programs or projects that cannot serve someone work through the coordinated entry process to ensure that those individuals or families have access to housing and services elsewhere.

☑ Housing and service goals and plans are highly tenant-driven.

☑ Supportive services emphasize engagement and problem-solving over therapeutic goals.

☑ Participation in services or compliance with service plans are not conditions of tenancy, but are reviewed with tenants and regularly offered as a resource to tenants.

☑ Services are informed by a harm-reduction philosophy that recognizes that drug and alcohol use and addiction are a part of some tenants' lives. Tenants are engaged in non-judgmental communication regarding drug and alcohol use and are offered education regarding how to avoid risky behaviors and engage in safer practices.

☑ Substance use in and of itself, without other lease violations, is not considered a reason for eviction.

☑ Tenants in supportive housing are given reasonable flexibility in paying their share of rent on time and offered special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements.

☑ Every effort is made to provide a tenant the opportunity to transfer from one housing situation, program, or project to another if a tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided.

Core Elements of Housing First at the Community Level – N|A

Housing First should be adopted across your community's entire homelessness response system, including outreach and emergency shelter, short-term interventions like rapid re-housing, and longer-term interventions like supportive housing. You can use this part of the checklist to assess the extent to which your community has adopted a system-wide Housing First orientation, as well as guide further dialogue and progress.

☐ Your community has a coordinated system that offers a unified, streamlined, and user-friendly community-wide coordinated entry process to quickly assess and match people experiencing homelessness to the most appropriate housing and services, including rapid re-housing, supportive housing, and/or other housing interventions.

☐ Emergency shelter, street outreach, and other parts of your crisis response system implement and promote low barriers to entry or service and quickly identify people experiencing homelessness, provide access to safety, make service connections, and partner directly with housing providers to rapidly connect individuals and families to permanent housing.

☐ Outreach and other crisis response teams are coordinated, trained, and have the ability to engage and quickly connect people experiencing homelessness to the local coordinated entry process in order to apply for and obtain permanent housing.

☐ Your community has a data-driven approach to prioritizing housing assistance, whether through analysis of the shared community assessment and vulnerability indices, system performance measures from the Homeless Management Information System, data on utilization of crisis services, and/or data from other

systems that work with people experiencing homelessness or housing instability, such as hospitals and the criminal justice system.

☐ Housing providers and owners accept referrals directly from the coordinated entry processes and work to house people as quickly as possible, using standardized application and screening processes and removing restrictive criteria as much as possible.

☐ Policymakers, funders, and providers conduct joint planning to develop and align resources to increase the availability of affordable and supportive housing and to ensure that a range of options and mainstream services are available to maximize housing choice among people experiencing homelessness.

☐ Mainstream systems, including social, health, and behavioral health services, benefit and entitlement programs, and other essential services have policies in place that do not inhibit implementation of a Housing First approach. For instance, eligibility and screening policies for benefit and entitlement programs or housing do not require treatment completion or sobriety.

☐ Staff in positions across the entire housing and services system are trained in and actively employ evidence-based practices for client/tenant engagement, such as motivational interviewing, client-centered counseling, critical time interventions, and trauma-informed care.

Additional Resources

- Implementing Housing First in Supportive Housing (USICH, 2014) – discusses supportive housing and Housing First as tools for ending chronic homelessness and helping people with disabilities live independently in the community.

- Webinar: Core Principles of Housing First and Rapid Re-Housing (USICH, 2014) – describes the core components of the Housing First approach and the rapid re-housing model and how both work together to help end homelessness.

- Four Clarifications about Housing First (USICH, 2014) – clarifies some common misperceptions about Housing First.

- It's Time We Talked the Walk on Housing First (USICH, 2015) – advances our thinking on Housing First.

- Housing First in Permanent Supportive Housing (HUD, 2014) – provides an overview of the principles and core components of the Housing First model.

- Permanent Supportive Housing Evidence-Based Practices KIT (SAMHSA, 2010) – outlines the essential components of supportive housing, along with fidelity scales and scoresheets.

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[i] Lipton, F.R. et. al. (2000). "Tenure in supportive housing for homeless persons with severe mental illness," Psychiatric Services 51(4): 479-486. M. Larimer, D. Malone, M. Garner, et al. "Health Care and Public Service Use and Costs Before and After Provision of Housing for Chronically Homeless Persons with Severe Alcohol Problems." *Journal of the American Medical Association*, April 1, 2009, pp. 1349-1357. Massachusetts Housing and Shelter Alliance. (2007). "Home and Healthy for Good: A Statewide Pilot Housing First Program." Boston.

Monitoring Information	
Monitoring Staff	Leatrice Schoolcraft / George Fickenworth
Date of Visit	8.24.22
Agency	Erie County Care Management
Program Name	Rapid Rehousing
Agency Staff consulted	Sean O'Neill
Grant Total	
Contract #	
Housing First?	Yes
Program Type	Rental Funds
Scattered Site?	Yes
Actual Units	
# Chronic Beds/units	
Bed utilization for current quarter	
Program Serves	
CoC Program Grant funds used for:	
Sub pops served	

Part 1: Agency Admin Performance	
Is program operating at or near capacity?	Yes
Do all staff have written job descriptions?	Yes
Are client feels kept/maintained in locked/secured fashion?	Yes
Do staff members have appropriate criminal record clearances?	Yes

Comments:

At this time there is only 1 staff person dedicated to providing services for this program as well as PSH. Sean O'Neill also asssists with clients as well.

Part 2: HMIS Compliance		
Is the program entering data into HMIS?	Yes	
Is the program entering data in a timely manner?	No	2% of clients are entered w/ in the required timm standard of 5 days.
Is the program entering required information i.e. race/ethnicity, current/change of income, employment, etc.	Yes	
Is the program entering enrollment dates and move-in dates timely and consistently?	Yes	
Are the staff reviewing their HUD APR reports w/in 30 days prior to the APR due date?	No	Based on the # of annual assessments not completed in a timely fashion reported by HMIS staff to provider staff when reporting period ends, this is not being done on a consistent basis.

Comments:

Follow-up notes:

File Reviewed	1	2	3	4	5	6	7	8	9	10		Met	Unmet	NA
Client HMIS # / Initials	120 (NA)	23981 (LE)	17286 (CJ)	(JL)	17333 (DM	23095 (NM	1427 (RN)	22271 (LW)	22402 (MV	739 (MWo)				
Intake/Eligibility												**Met**	**Unmet**	**NA**
Is there a completed intake form for the client? Specify type	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Is there a copy of ID? (state-issued ID, driver's license, SS card, etc.).	No	No	No	No	No	No	No	No	No	No		0	10	0
Is the participant coming from a target population identified and approved in the application (chronically homeless, youth, SA/MH, DV, veteran) and if yes, is there documentation?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Is there documentation of homelessness prior to program entry (third party or self-certification?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0

Comments:

All intake forms are completed in HMIS. Regarding copy's of ID in files, ECCM does not ask for these from clients. The goal is to assure programs have low barrier to entry. Staff do verify identities, etc in other systems used by staff at ECCM.

File Reviewed	1	2	3	4	5	6	7	8	9	10		Met	Unmet	NA
Client HMIS #	120 (NA)	23981 (LE)	17286 (CJ)	(JL)	17333 (DM	23095 (NM	1427 (RN)	22271 (LW	22402 (MV	739 (MWo)				
Chronic Homelessness												Met	Unmet	NA
Did the client receive chronic homeless priority?	Yes	No	No	No	No	Yes	No	No	Yes	No		3	7	0
If so, does the client have at least 9 of the 12 months verified by a third party?	Yes	NA	NA	NA	NA	Yes	NA	NA	No	NA		2	1	7
If third party verification is not present, is there sufficient self-certification documenting 12 months of homelessness?	Yes	NA	NA	NA	NA	Yes	NA	NA	Yes	NA		3	0	7
Does Participant contain verification of disability? (licenses professional or verified by SS admin)	No	Yes	No	No	Yes	No	Yes	No	No	No		3	7	0

Comments:

File Reviewed	1	2	3	4	5	6	7	8	9	10		Met	Unmet	NA
Client HMIS #	120 (NA)	23981 (LE)	17286 (CJ)	(JL)	17333 (DM	23095 (NM	1427 (RN)	22271 (LW	22402 (MV	739 (MWo)				
Program Agreements												**Met**	**Unmet**	**NA**
Does the file contain a Program Agreement signed by client and staff?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Does the program agreement contain the following, singed and dated by both…												0	0	0
Program Guidelines	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Release of Information	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Confidentiality Form	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes		9	1	0
HMIS Privacy Statement	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes		9	1	0
Mandated Reporter Notification	No	No	No	No	No	No	No	No	No	No		0	10	0
Occupancy fee/rent agreement	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Copy of lease (for RRH)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Rights/Responsibilities outline	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Termination/Appeal Process	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0

Comments:

HMIS Privacy Statement was not signed by Client #23981. Clients do have a verbal agreement for HMIS forms located w/in HMIS however.

Regarding Mandated Reporter Notification, there is no form or policy; clients are checked in to regarding Megan's Law

File Reviewed	1	2	3	4	5	6	7	8	9	10		Met	Unmet	NA
Client HMIS #	120 (NA)	23981 (LE)	17286 (CJ)	(JL)	17333 (DM	23095 (NM	1427 (RN)	22271 (LW	22402 (MV	739 (MWo)				
Occupancy Fees/Rent/Income												**Met**	**Unmet**	**NA**
If the client reports income, does file contain initial occupancy fee/rental calculation worksheet?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
For programs other than RRH, are occupancy fees/rents capped at 30%?	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA		0	0	10
If client reports income, is there proof of income in the file?	Yes	Yes	No	No	NA	NA	No	Yes	Yes	Yes		5	3	2
Did client maintain or increase income from all sources?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes		9	1	0
Did client gain/maintain non-cash benefits?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Did client gain/maintain health insurance?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Did the client gain/maintain employment during the program?	No	No	Yes	No	No	No	Yes	Yes	Yes	Yes		5	5	0
Does the file contain documents demonstrating income recertification at least annually or when HH income changes?	No	Yes	NA	No	Yes	Yes	Yes	Yes	Yes	NA		6	2	2
If client is leaseholder, does file include copy of the signed lease by client and landlord?	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		9	1	0

Comments:

Lease for Client 120 not signed. In above cases where no proof of income in file, often it is self-reported but no proof.

File Reviewed	1	2	3	4	5	6	7	8	9	10		Met	Unmet	NA
Client HMIS #	120 (NA)	23981 (LE)	17286 (CJ)	(JL)	17333 (DM	23095 (NN	1427 (RN)	22271 (LW	22402 (MW	739 (MWo)				

Goals and Progress

	1	2	3	4	5	6	7	8	9	10		Met	Unmet	NA
Does file contain a service or goal plan?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Are housing/service goals/plan tenant driven?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Do progress notes document at least 1x per month visits between staff and clients?	No	No	No	No	Yes	Yes	Yes	No	No	No		3	7	0
Is Housing First/Low barrier concept being utilized?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Is program making appropriate referrals to outside sources? (job training, education, supports, etc.)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Does program make efforts to place children in the program in their school of origin?	Yes	Yes	Yes	NA	Yes	NA	NA	Yes	Yes	Yes		7	0	3

Comments:
Regarding school placement, not documented but verified program does so.

File Reviewed	1	2	3	4	5	6	7	8	9	10		Met	Unmet	NA
Client HMIS #	120 (NA)	23981 (LE)	17286 (CJ)	(JL)	17333 (DM	23095 (NM	1427 (RN)	22271 (LW	22402 (MV	739 (MWo)				

Overall Program Performance - RAPID REHOUSING PROGRAMS ONLY

	1	2	3	4	5	6	7	8	9	10		Met	Unmet	NA
Did client come directly from the street or from shelter, or fleeing DV?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Did client move into housing w/in 30 days of pulled referral?	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes		8	2	0
Did client complete RRH rental assistance w/in 9 months from program entry?	No	No	No	No	No	No	No	No	No	No		0	10	0
Was client reassessed at least once annually to determine continued need?	Yes	Yes	NA	No	Yes	NA	Yes	Yes	Yes	No		6	2	2
Did client exit from RRH to Perm Housing destination?	No	No	No	No	No	No	No	No	No	No		0	10	0

Overall Program Performance - PERMANENT SUPPORTIVE PROGRAMS ONLY

	1	2	3	4	5	6	7	8	9	10		Met	Unmet	NA
Did client move into a permanent housing unit between 30 and 60 days of program enrollment?												0	0	0
Did the client maintain/increase total income by end of operating year or project exit?												0	0	0
Did the client maintain/gain at least one mainstream non-cash benefit during program year? (WIC, Food stamps, etc.)												0	0	0
Did client remain in PSH or exit to a permanent housing destination?												0	0	0

Comments:

File Reviewed	1	2	3	4	5	6	7	8	9	10				
Client HMIS #	120 (NA)	23981 (LE)	17286 (CJ)	(JL)	17333 (DN	23095 (NN	1427 (RN)	22271 (LW	22402 (MV	739 (MWo)				
Habitability Standards												**Met**	**Unmet**	**NA**
General Room Standards documented: (foundation not cracked, door locks in proper working order)?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
General Health/Safety documented: (smoke detectors present each floor, adequate heat provided, exits marked)?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Windows documented: (all bedrooms have at least 1 fully function window)?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Kitchen documented: (kitchen sink has running hot/cold water, 1 working permanent light fixture, stove burners work properly)?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0
Bathroom documented: (1 working permanent light fixture, has running hot/cold water, toilet in working condition)?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		10	0	0

Comments:

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Continuum of Care Written Standard Rating and Ranking Policies and Procedures
Erie City and County CoC – PA 605

The Erie City and County Continuum of Care's (CoC) policies and procedures require projects to be scored and ranked in a fair, unbiased and transparent process. Projects aligned with HUD and local CoC priorities will be prioritized for funding. The Rating and Ranking sub-committee in coordination with the lead applicant and the planning grant provider are responsible reviewing, amending and approving the new and renewal projects scoring tool and renewal project application addendum required for all renewal projects. The Rating and Ranking sub-committee is also responsible for the scoring and ranking of all projects.

The Rating and Ranking sub-committee consists of non-CoC and ESG funded representatives of the community who are invested in ending homelessness in Erie County. If there are any conflicts of interest with a representative, they will be removed from scoring and ranking the project (s) which have a conflict. The sub-committee shall have at least one representative with lived experience. The Rating and Ranking will meet prior to the NOFO release to determine local needs, including amending the renewal application and the renewal and new project scoring tool based on HUD and local CoC priorities. The Rating and Ranking sub-committee may make further amendments to the application and project scoring tools may be made after the NOFO release based on priorities outlined in the NOFO.

The Rating and Ranking sub-committee will review and score all applications based on the criteria found in the sections, Rating Criteria for Renewal/Expansion projects and Rating Criteria for New Projects below. The lead applicant will provide monitoring reports, annual performance reports, fiscal reports and other pertinent information to the Rating and Ranking sub-sub-committee to verify the accuracy, completeness and quality of applications submitted by agencies. The Rating and Ranking sub-committee is also responsible for rejecting, reducing and accepting projects for submission. In some cases, the Ranking and Scoring Committee may rank a project higher than it scored, if the project is a greater need based on HUD and local CoC priorities.

The governing board of the Continuum of Care may vote to reallocate shifting all or part of funds for a project to another new project based on poor performance, non-compliance, not spending down funds, consistently bad monitoring reports (2 years or more), or not meeting HUD or local CoC thresholds. The governing board may also reallocate funds for a project to a new project if the sub-recipient decides they no longer want to manage or renew the project. The reallocation of a project does not have to be done during the NOFO period. If the governing board reallocated a project, they would inform the lead applicant and the ranking and scoring committee. The lead applicant would inform their HUD representative of any reallocation of projects outside the NOFO. All reallocations of project outside of the NOFO must be approved by HUD.

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HMIS and Coordinated Entry are required by HUD. Expansion grants for these projects will not be subject to rating and scoring. HMIS and Coordinated Entry expansion grants will automatically be the highest ranked grants in that order.

An applicant may appeal a decision made by the Rating and Ranking sub-committee by emailing the lead applicant. All appeals will be presented to the CoC governing board. The governing board will set up a meeting to hear the appeal and make a decision. The vote on the slate is final. Appeals will only be considered where the applicant believes there was unfairness or bias specific to the review process and scoring of their application. No appeals specific to the ranking or funding recommendation will be considered. Notices of appeals must be submitted by the application due date. Omissions on applications are not allowed to be appealed.

The project applicant can decide to file a formal appeal through HUD. HUD appeal procedures are detailed in the NOFO. The link for the NOFO in the Erie County CoC's NOFO funding announcement.

Continuum of Care Review and Ranking Process
Erie City and County CoC -PA 605

2024 ERIE COUNTY CoC RATING CRITERIA FOR
RENEWAL/EXPANSION PROJECTS

Under the 2024 HUD Continuum of Care process, the Erie County Continuum of Care is required to rate and rank all renewal projects. The HUD 2024 Rating and Ranking tool that was released from HUD was modified to meet local priorities and performance outcomes and is being utilized for the 2024 rating and ranking process. In order to rate all renewals in a fair and impartial manner, the rating tool consists of an evaluation system based on performance measures, data quality, application accuracy, fund utilization, Housing First/low barrier implementation, and grant utilization. The overall score will equal 200 points maximum when a project receives a perfect score for all performance benchmarks and will be weighted to a score of 100. The criteria for the benchmarks were developed from the System Performance Measures and the projects last submitted Annual Performance Report. The benchmarks for other criteria were obtained from the individual 2024 project applications, HUD invoices, and monitoring reports submitted by the Erie County Department of Human Services (lead applicant) and HUD. A majority of the Scoring is based on objective criteria. An independent Rating and Ranking committee will review and score new and renewal projects. The benchmarks that were established for the evaluation include the following:

- Length of Stay –On average, participants are placed in housing within 30 days after project start for Rapid Rehousing (RRH) and 45 days for Permanent Supportive Housing

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(PSH), re; PSH generally serves participants with higher needs that can be more difficult to house. *Maximum Points: 20*

- 90% or More of Participants in <u>Permanent Supportive Housing</u> will remain in or move to Permanent Housing. *Maximum Points: 25*
- 75% or More of Participants in <u>Rapid-Rehousing</u> will move to Permanent Housing. *Maximum Points: 25*
- 10% or Less of Participants will return to homelessness within 12 months of exit to Permanent Housing. *Maximum Points 15*
- 8% or More of Participants (Stayers) will Increase Their Earned Income. *Maximum Points: 2.5*
- 10% or More of Participants (Stayers) Will Increase Their Non-Employment Income. *Maximum Points:2.5*
- 8% or More of Participants (Leavers) will Increase Their Earned Income. *Maximum Points: 2.5*
- 10% or More of Participants (Leavers) will Increase Their Non-Employment Income. *Maximum Points 2.5*
- 95% or more of entries came from Coordinated Entry referrals. *Maximum Points: 10*
- Project will abide by the Housing First/Low Barrier Model. *Maximum Points: 10*
- PSH - 80% or More of Dedicated Beds for Chronic Homelessness were utilized. *Maximum Points: 10*
- RRH- 20% or More of Beds were utilized for Chronically Homeless. *Maximum Points: 10*
- Program has Policies to Create More Equitable Outcomes. *Maximum Points: 10*
- Project Incorporates Feedback from Persons with Lived Experience. *Maximum Points: 10*
- Fund Utilization – Utilized 90% or More of funds from Previous Year. *Maximum Points: 20*
- Data Quality is 90% or More. *Maximum Points: 10*
- Completeness, Quality and Accuracy of Application. *Maximum Points: 30*
- Quality of Landlord Engagement: *Maximum Points:10*
- Quality of Supportive Services (includes Agency partnerships and Staff Trainings). *Maximum Points: 10*

* All Renewal/Expansion projects require an additional renewal project addendum provide further information on your project for the Ranking and Scoring committee. The Renewal application addendum will be posted with the NOFO and emailed directly to sub-recipients applying for a renewal/expansion project.

**New Expansion grants will be scored based on Performance Measures and Scoring Criteria of Renewal Grant it is expanding.

***Projects will receive full points for criteria met and will receive a graduated reduction in points based on percentages below criteria for maximum points. For example, if scoring criteria was 90% or more and project only met 80%, they would only receive 88% of the maximum points (80 divided by 90

= 88%). Points will be rounded to up to the nearest .5 of total points. (In this example, if maximum points received were 20 points, you would multiply 20 by 88% or .88 which equals 17.6 which rounds to 17.5).

All renewal/expansion projects will receive written notice by emailed letter, no later than 15 days before the CoC Program Competition application submission deadline whether or not there application was rejected, reduced or accepted for submission.

2024 ERIE COUNTY CoC RATING CRITERIA FOR <u>NEW PROJECTS</u>

The Continuum of Care (CoC) NOFO has been released by HUD. For this year the Congressional Appropriations Act authorizes HUD to issue a single 2 year NOFO for fiscal years 2024 and 2025. Under the 2024/25 HUD Continuum of Care process, the Erie County Continuum of Care is required to rate and rank all new projects. The HUD CoC Program Rating and Ranking tool that was released from HUD, was modified to meet local priorities and performance outcomes, and is being utilized for the 2024/25 Continuum of Care rating and ranking process. All new project must participate in HMIS and Coordinated Entry as well as meet all the HUD threshold requirements listed on pg. 3 of the Erie County CoC Rating Criteria. Agencies applying for new projects may be asked to provide proof of financial capacity (i.e. audit), experience in utilizing public funds, partnerships with supportive service agencies including healthcare, Social Security, employment agencies and other social service agencies, The overall score will equal 200 points maximum when a project receives a perfect score for all performance benchmarks and will be weighted to a score of 100. The benchmarks for other criteria were obtained from the individual 2024 project applications, monitoring reports from the Erie County Department of Human Services. The benchmarks that were established for the evaluation include the following:

- Experience of applicant in working with the homeless population and providing housing. *Maximum Points: 15*
- Experience with utilizing a Housing First/Low Barrier approach. *Maximum Points: 10*
- Experience in effectively utilizing federal funds including HUD Grants and other public funding. *Maximum Points: 15*
- Extent to which the applicant (1) Demonstrates understanding of the needs of the client (2) Demonstrates type, scale, and location of the housing fits the need of the clients to be served (3) Demonstrates type and scale of supportive services (4) Demonstrates how clients will be assisted with accessing mainstream benefits (5) Establishes performance measures for housing and income that are objective and measurable. *Maximum Points: 15*
- Plan to assist clients to rapidly secure and maintain safe, affordable permanent housing. *Maximum Points: 5*
- Describe how clients will be assisted to increase employment and/or income. *Maximum Points: 5*

Project leverages housing resources with housing units not funded through Continuum of Care or ESG funds. *Maximum Points: 5*

- Describe how project leverages healthcare resources. *Maximum Points: 10*
- Describe plan for rapid implementation of project. *Maximum Points: 10*
- Describe how project is cost-effective. *Maximum Points 5*
- Audit (1) Most recent audit found no exception to standard practices. *Maximum Points: 5* (2) Most recent audit identified as "low risk": *Maximum 5 points* (3) Most recent audit indicates no findings. *Maximum Points: 5*
- Documented Match amount. *Maximum Points: 5*
- Budgeted costs are reasonable, allocable and allowable. *Maximum Points: 5*
- Coordinated Entry Participation - 95 % of entries come from Coordinated Entry. *Maximum Points: 10*
- Project incorporates feedback from persons with lived experience. *Maximum Points: 10*
- Policies and plan for equitable outcomes including supporting underserved communities and providing fair housing. *Maximum Points: 10*
- Completeness, quality and accuracy of application. *Maximum Points: 30*
- Agency partnerships and knowledge of Supportive Services (including SOAR and other staff trainings). *Maximum Points: 10*
- Landlord partnerships and engagement. *Maximum Points: 10*

HUD Threshold Requirements

In order for a project to be accepted, the project must meet all HUD threshold requirements below:

- Applicant has Active SAM registration with current information and maintains an active SAM registration annually.
- Applicant has Valid UEI (Unique Entity Identifier) Number.
- CoC Program Eligibility – Project applicants and potential subrecipients meet the eligibility requirements of the CoC Program as described in the Act and the Rule and provide evidence of eligibility required in the application (e.g., nonprofit documentation).
- Financial and Management Capacity: Project applicants and subrecipients demonstrate the financial and management capacity and experience to carry out the project as detailed in the   project application and the capacity to administer federal funds.
- Certifications - Project applicants submit the required certifications specified in the NOFO.
- Population Served - The population to be served meets program eligibility requirements as described in the Act, the Rule, and the NOFO.
- Applicant has no Outstanding Delinquent Federal Debts – It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds unless.
  a. A negotiated repayment schedule is established and the repayment schedule is not

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delinquent, or

b. Other arrangements satisfactory to HUD are made before the award of funds by
HUD

- Applicant has no Debarments and/or Suspensions – In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal government.

- Pre-selection Review of Performance - If your organization has delinquent federal debt or is excluded from doing business with the Federal government, the organization may be ineligible for an award. In addition, before making a Federal award, HUD reviews information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information, such as Federal Awardee Performance and Integrity Information System (FAPIIS), and the "Do Not Pay" website. HUD reserves the right to

    a. Deny funding, or with a renewal or continuing award, consider suspension or termination of an award immediately for cause;

    b. Require the removal of any key individual from association with management or implementation of the award; and

    c. Make provisions or revisions regarding the method of payment or financial reporting requirements

- Sufficiency of Financial Management System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets Federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received Federal financial assistance,   where HUD Program officials have reason to question whether a financial management system meets Federal standards, or for applicants considered high risk based on past performance or financial management findings

- False Statements - A false statement in an application is grounds for denial or termination of an award and may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment. Recipient or applicant confirms all statements are truthful.

- Mandatory Disclosure Requirement - Recipients or applicants disclose in writing to the awarding program office at HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award within ten days after learning of the violation.   Recipients that have received a Federal award including the term and condition outlined in Appendix XII to 2 CFR part 200—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in §
200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180, 31 U.S.C. 3321,and.S.C. 2313.)

- 14. Prohibition Against Lobbying Activities - Applicants are subject to the provisions of Section 319 of Public Law 101-121, 31 U.S.C. 1352, (the Byrd Amendment), and 24 CFR part

Erie County's Continuum of Care - PA(605)

Erie County Department of Human Services
154 west 9th Street, 4th Floor
Erie, PA 16501

www.eriecountypa.gov
www.endhomelessnesseriecountypa.org/

87, which prohibit recipients of federal awards from using appropriated funds for lobbying the executive or legislative branches of the Federal government in connection with a Federal award. All applicants submit with their application the signed Certification Regarding Lobbying included in the Application download from Grants.gov. In addition, applicants disclose, using Standard Form LLL (SFLLL), "Disclosure of Lobbying Activities," any funds, other than federally appropriated funds, that will be or have been used to influence federal employees, members of Congress, or congressional staff regarding specific awards..

- Equal Participation of Faith-Based Organizations in HUD Programs and Activities   – Projects ensure that all projects meet the requirements under 24 CFR 5.109. On April 4, 2016, HUD amended 24 CFR 5.109 consistent with E.O. 13559, entitled Fundamental Principles and Policymaking Criteria for Partnerships with Faith-Based and Other Neighborhood Organizations (75 Fed. Reg. 71319 (Nov. 22, 2010)). (See 81 FR 19355). These regulations apply to all HUD programs and activities, including all of HUD's Native American Programs, except as may be otherwise provided in the respective program regulations, or unless inconsistent with the respective program authorizing statute.
- Resolution of Civil Rights Matters - Outstanding civil rights matters be resolved before the application submission deadline. Project applicants, who after review are confirmed to have civil rights matters unresolved at the application submission deadline, will be deemed ineligible. Their applications will receive no further review, will not be rated and ranked, and will not receive funding.

CoC Threshold Requirements

In order for a project to be accepted, the project must meet all CoC threshold requirements below:

- Coordinated Entry Participation
- Housing First and/or Low Barrier Implementation
- Documented, secured minimum match
- Project has reasonable costs per permanent housing exit, as defined locally
- Project is financially feasible
- Applicant is an active CoC participant*
- Application is complete and data are consistent
- Acceptable organizational audit/financial review

   * Exceptions could be granted with Ranking and Scoring Committee approval vote.

RENEWAL/EXPANSION PROJECT RATING TOOL

Project Name:		Print Blank Template	Print Report Card
Organization Name:		Renewal/Expansion Projects	
Project Type:	RRH (General)	Rating Complete	
Project Identifier:		Threshold rating not complete	0%

RATING FACTOR	PERFORMANCE GOAL	PERFORMANCE	POINTS AWARDED		MAX POINT VALUE
PERFORMANCE MEASURES					
Length of Stay					
Rapid Re-Housing	On average, participants are placed in housing 30 days after referral to RRH	days		out of	20
Exits to Permanent Housing					
Rapid Re-Housing	75% move to PH	%		out of	25
Returns to Homelessness					
Within 12 months of exit to permanent housing	≤ 10% of participants return to homelessness within 12 months of exit to PH	%		out of	15
New or Increased Income and Earned Income					
Earned income for project stayers	8%+ of participants with new or increased income	%		out of	2.5
Non-employment income for project stayers	10%+ of participants with new or increased income	%		out of	2.5
Earned income for project leavers	15%+ of participants with new or increased income	%		out of	2.5
Non-employment income for project leavers	25%+ of participants with new or increased income	%		out of	2.5
Performance Measures Subtotal			0	out of	**70**
SERVE HIGH NEED POPULATIONS					
Serve High Need Populations Subtotal			0	out of	**0**
PROJECT EFFECTIVENESS					
Coordinated Entry Participation	≥ 95% of entries to project from CE referrals	%		out of	10
Housing First and/or Low Barrier Implementation	Commits to applying Housing First model			out of	10
Project Effectiveness Subtotal			0	out of	**20**
EQUITY FACTORS					
Agency Leadership, Governance, and Policies					
Process for receiving & incorporating feedback	Process includes persons with lived experience			out of	10
Program Participant Outcomes					
Program changes for equitable outcomes	Plan to create more equitable program outcomes			out of	10
Equity Factors Subtotal			0	out of	**20**
OTHER AND LOCAL CRITERIA					
RRH (General) - Renewal funds spent down	Project spent 90% of funds			out of	20
RRH (General) - Data Quality	Is above 90%			out of	10
RRH (General) - Application	Completeness, Quality, Accuracy			out of	30
RRH (General) - Landlord partnerships	Quality of Landlord Engagement			out of	10
RRH (General) - Chronically Homeless	>80% 0f participants			out of	10
RRH (General) - Agency Partnership for supportive	Quality of Supportive Services			out of	10
Other and Local Criteria Subtotal			0	out of	**90**
TOTAL SCORE			0	out of	**200**
Weighted Rating Score			0	out of	**100**

PROJECT FINANCIAL INFORMATION		
CoC funding requested	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
Amount of other public funding (federal, state, county, city)		
Amount of private funding		
TOTAL PROJECT COST		$
CoC Amount Awarded Last Operating Year	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
CoC Amount Expended Last Operating Year	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
Percent of CoC funding expended last operating year		

RENEWAL/EXPANSION PROJECT RATING TOOL

Project Name:		Print Blank Template
Organization Name:		Renewal/Expansion Projects
Project Type:	**PSH (General)**	Rating Complete
Project Identifier:	**Threshold rating not complete**	0%

Print Report Card

RATING FACTOR	PERFORMANCE GOAL	PERFORMANCE	POINTS AWARDED		MAX POINT VALUE
PERFORMANCE MEASURES					
Length of Stay					
Permanent Supportive Housing	On average, participants are placed in housing 45 days after referral to RRH	days		out of	20
Exits to Permanent Housing					
Permanent Supportive Housing	90% will remain in or move to PH	%		out of	25
Returns to Homelessness					
Within 12 months of exit to permanent housing	≤ 10% of participants return to homelessness within 12 months of exit to PH	%		out of	15
New or Increased Income and Earned Income					
Earned income for project stayers	8%+ of participants with new or increased income	%		out of	2.5
Non-employment income for project stayers	10%+ of participants with new or increased income	%		out of	2.5
Earned income for project leavers	15%+ of participants with new or increased income	%		out of	2.5
Non-employment income for project leavers	25%+ of participants with new or increased income	%		out of	2.5
Performance Measures Subtotal			0	out of	**70**
SERVE HIGH NEED POPULATIONS					
Serve High Need Populations Subtotal			0	out of	**0**
PROJECT EFFECTIVENESS					
Coordinated Entry Participation	≥ 95% of entries to project from CE referrals	%		out of	10
Housing First and/or Low Barrier Implementation	Commits to applying Housing First model			out of	10
Project Effectiveness Subtotal			0	out of	**20**
EQUITY FACTORS					
Agency Leadership, Governance, and Policies					
Process for receiving & incorporating feedback	Process includes persons with lived experience			out of	10
Program Participant Outcomes					
Program changes for equitable outcomes	Plan to create more equitable program outcomes			out of	10
Equity Factors Subtotal			0	out of	**20**
OTHER AND LOCAL CRITERIA					
PSH (General) - Renewal funds spent down	Project spent 90% of funds			out of	20
PSH (General) - Data Quality	Is above 90%			out of	10
PSH (General) - Application	Completeness, Quality, Accuracy			out of	30
PSH (General) - Landlord partnerships	Quality of Landlord Engagement			out of	10
PSH (General) - Chronically Homeless	>80% 0f participants			out of	10
PSH (General) - Agency Partnership for supportive	Quality of Supportive Services			out of	10
Other and Local Criteria Subtotal			0	out of	**90**
TOTAL SCORE			0	out of	**200**
Weighted Rating Score			0	out of	**100**

PROJECT FINANCIAL INFORMATION		
CoC funding requested	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
Amount of other public funding (federal, state, county, city)		
Amount of private funding		
TOTAL PROJECT COST		$
CoC Amount Awarded Last Operating Year	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
CoC Amount Expended Last Operating Year	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
Percent of CoC funding expended last operating year		

NEW PROJECTS RATING TOOL

Project Name: _____
Organization Name: _____
Project Type: _____
Project Identifier: 27

Print Blank Template

Print Report Card

New Projects
Rating Complete

Threshold rating not complete

0%

RATING FACTOR	POINTS AWARDED		MAX POINT VALUE
EXPERIENCE			
A. Describe the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application.		out of	15
B. Describe experience with utilizing a Housing First approach. Include 1) eligibility criteria; 2) process for accepting new clients; 3) process and criteria for exiting clients. Must demonstrate there are no preconditions to entry, allowing entry regardless of current or past substance abuse, income, criminal records (with exceptions of restrictions imposed by federal, state, or local law or ordinance), marital status, familial status, actual or perceived sexual orientation, gender identity. Must demonstrate the project has a process to address situations that may jeopardize housing or project assistance to ensure that project participation is terminated in only the most severe cases.		out of	10
C. Describe experience in effectively utilizing federal funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants.		out of	15
Experience Subtotal	0	out of	40
DESIGN OF HOUSING & SUPPORTIVE SERVICES			

A. Extent to which the applicant
  1. Demonstrate understanding of the needs of the clients to be served.
  2. Demonstrate type, scale, and location of the housing fit the needs of the clients to be served
  3. Demonstrate type and scale of the all supportive services, regardless of funding source, meet the needs of the clients to be served.
  4. Demonstrate how clients will be assisted in obtaining and coordinating the provision of mainstream benefits
  5. Establish performance measures for housing and income that are objective, measurable, trackable, and meet or exceed any established HUD, HEARTH or CoC benchmarks.
		out of	15

B. Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs.		out of	5
C. Describe how clients will be assisted to increase employment and/or income and to maximize their ability to live independently.		out of	5
D. Project leverages housing resources with housing units not funded through the CoC or ESG programs.		out of	10
E. Project leverages health resources, including a partnership commitment with a healthcare organization.		out of	10
Design of Housing & Supportive Services Subtotal	0	out of	45
TIMELINESS			
A. Describe plan for rapid implementation of the program documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award.		out of	5
Timeliness Subtotal	0	out of	5
FINANCIAL			
A. Project is cost-effective - comparing projected cost per person served to CoC average within project type.		out of	5
B. Audit			
1. Most recent audit found no exceptions to standard practices		out of	5
2. Most recent audit identified agency as 'low risk'		out of	5
3. Most recent audit indicates no findings		out of	5
C. Documented match amount		out of	5
D. Budgeted costs are reasonable, allocable, and allowable		out of	5
Financial Subtotal	0	out of	30
PROJECT EFFECTIVENESS			
Coordinated Entry Participation- 95% of entries to project from CE referrals		out of	10
Project Effectiveness Subtotal	0	out of	10
EQUITY FACTORS			
Agency Leadership, Governance, and Policies			
Recipient has relational process for receiving and incorporating feedback from persons with lived experience of homelessness		out of	10
Program Participant Outcomes			
Recipient has identified programmatic changes needed to make program participant outcomes more equitable and developed a plan to make those changes		out of	10
Equity Factors Subtotal	0	out of	20
OTHER AND LOCAL CRITERIA			
Completeness, Quality and Accuracy of Application		out of	30
Agency Partnerships for Supportive Service (including Staff trainings)		out of	10
Landlord Partnerships and Engagement		out of	10
Other and Local Criteria Subtotal	0	out of	50
TOTAL SCORE	0	out of	200
Weighted Rating Score	0	out of	100

PROJECT FINANCIAL INFORMATION		
CoC funding requested	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
Amount of other public funding (federal, state, county, city)		
Amount of private funding		
TOTAL PROJECT COST		$

RENEWAL/EXPANSION PROJECT RATING TOOL

Project Name: EUMA My Way Home - RRH (20) Print Blank Template Print Report Card

Organization Name: EUMA Erie United Methodist Alliance Ministries

Project Type: RRH (General) Renewal/Expansion Projects Rating Complete

Project Identifier: 20 **Met all threshold requirements** 0%

RATING FACTOR	PERFORMANCE GOAL	PERFORMANCE		POINTS AWARDED		MAX POINT VALUE
PERFORMANCE MEASURES						
Length of Stay						
Rapid Re-Housing	On average, participants are placed in housing 30 days after referral to RRH	23	days	20	out of	20
Rapid Re-Housing		N/A	days	N/A	out of	
Exits to Permanent Housing						
Rapid Re-Housing	90% move to PH	92	%	25	out of	25
Returns to Homelessness						
Within 12 months of exit to permanent housing	≤ 10% of participants return to homelessness within 12 months of exit to PH	25	%	10	out of	15
New or Increased Income and Earned Income						
Earned income for project stayers	8%+ of participants with new or increased income	0	%	0.0	out of	2.5
Non-employment income for project stayers	10%+ of participants with new or increased income	0	%	0.0	out of	2.5
Earned income for project leavers	15%+ of participants with new or increased income	10	%	1.0	out of	2.5
Non-employment income for project leavers	25%+ of participants with new or increased income	3	%	0.0	out of	2.5
Performance Measures Subtotal				56	out of	
SERVE HIGH NEED POPULATIONS						
Rapid Re-Housing	Assessment score for 95% of participants indicates RRH or more intensive intervention	N/A		N/A	out of	20
Rapid Re-Housing	≥ 20% of participants are chronically homeless	21	%	10	out of	20
Rapid Re-Housing	≥ 50% of participants with zero income at entry	N/A	%	N/A	out of	10
Rapid Re-Housing	≥ 50% of participants with more than one disability type	N/A	%	N/A	out of	10
Rapid Re-Housing	≥ 50% of participants entering project from place not meant for human habitation	N/A	%	N/A	out of	10
Serve High Need Populations Subtotal				10	out of	70
PROJECT EFFECTIVENESS						
Project has reasonable costs	Costs are within local average cost per positive housing exit for project type				out of	20
Coordinated Entry Participation	≥ 95% of entries to project from CE referrals	100	%	10	out of	10
Housing First and/or Low Barrier Implementation	Commits to applying Housing First model	Yes		10	out of	10
Project Effectiveness Subtotal				20	out of	40
EQUITY FACTORS						
Agency Leadership, Governance, and Policies						
Recipient Management & Leadership Positions	BIPOC, LGBTQIA+, etc representation	N/A		N/A	out of	10
Recipient Board of Directors	BIPOC, LGBTQIA+, etc representation	N/A		N/A	out of	10
Process for receiving & incorporating feedback	Process includes persons with lived experience	Yes		10	out of	10

RENEWAL/EXPANSION PROJECT RATING TOOL

Project Name:	EUMA My Way Home - RRH (20)	Print Blank Template	Print Report Card
Organization Name:	EUMA Erie United Methodist Alliance Ministries	Renewal/Expansion Projects	
Project Type:	RRH (General)	Rating Complete	
Project Identifier:	20	Met all threshold requirements	0%

RATING FACTOR	PERFORMANCE GOAL		PERFORMANCE	POINTS AWARDED		MAX POINT VALUE
Internal Policies and Procedures	Policies with equitable lense, no undue barriers		Yes	10	out of	10
Program Participant Outcomes						
Outcomes with an equity lens	Data disaggregated by underserved populations		N/A		out of	10
Program changes for equitable outcomes	Plan to create more equitable program outcomes		N/A		out of	10
HMIS data review with equity lens	Plan to review disaggregated data		N/A		out of	10
Equity Factors Subtotal				20	out of	**70**

OTHER AND LOCAL CRITERIA						
CoC Monitoring Score	Project is operating in conformance to CoC standards		N/A		out of	10
Applicant Narrative			N/A		out of	
RRH (General) - Project spent 90% or more of their	Project spent 90% or more of their funds		100%	20	out of	20
RRH (General) - Data quality is at 90% or above		0	92%	10.0	out of	10
RRH (General) - Overall completeness, quality and		0	22	22	out of	30
RRH (General) - Quality of landlord engagement		0	10	10	out of	10
RRH (General) - Quality of supportive services		0	10	10.0	out of	10
	0	0			out of	0
	0	0			out of	0
	0	0			out of	0
	0	0			out of	0
	0	0			out of	0
	0	0			out of	0
	0	0			out of	0
	0	0			out of	0
	0	0			out of	0
	0	0			out of	0
	0	0			out of	0
Other and Local Criteria Subtotal				72	out of	80

TOTAL SCORE	178	out of	**200**
Weighted Rating Score	89	out of	**100**

PROJECT FINANCIAL INFORMATION

RENEWAL/EXPANSION PROJECT RATING TOOL

Project Name:	EUMA My Way Home - RRH (20)	Print Blank Template	Print Report Card
Organization Name:	EUMA Erie United Methodist Alliance Ministries	Renewal/Expansion Projects	
Project Type:	RRH (General)	Rating Complete	
Project Identifier:	20	**Met all threshold requirements**	0%

RATING FACTOR	PERFORMANCE GOAL	PERFORMANCE	POINTS AWARDED	MAX POINT VALUE
CoC funding requested	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*			$ -
Amount of other public funding (federal, state, county, city)				
Amount of private funding				
TOTAL PROJECT COST				$ -
CoC Amount Awarded Last Operating Year	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*			$ -
CoC Amount Expended Last Operating Year	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*			$ -
Percent of CoC funding expended last operating year				0%

RENEWAL/EXPANSION THRESHOLD REQUIREMENTS

Project Name:	✓ EUMA My Way Home - RRH (20)	*Completed projects will be moved to the bottom of the list.*	
Organization Name:	EUMA Erie United Methodist Alliance Ministries		Renewal/Expansion Projects
Project Type:	RRH	*If you would like to change the project type, please do so in the*	Threshold Review Complete
Project Identifier:	20	*LIST OF PROJECTS TO BE REVIEWED.*	60%

THRESHOLD REQUIREMENTS	YES/NO

For each threshold, select "Yes" if applicant has fulfilled the threshold requirement and is eligible to submit an application.

☑ Yes to all

Stakeholders should NOT assume all requirements are fully addressed through this tool. CoC Program application requirements change periodically and annual NOFAs may provide more detailed guidance. The CoC collaborative applicant and project applicants should carefully review the annual NOFA criteria each year.

HUD THRESHOLD REQUIREMENTS	
1. Applicant has Active SAM registration with current information, and maintains an active SAM registration annually.	Yes
2. Applicant has Valid UEI (Unique Entity Identifier) Number.	Yes
3. CoC Program Eligibility – Project applicants and potential subrecipients meet the eligibility requirements of the CoC Program as described in the Act and the Rule and provide evidence of eligibility required in the application (e.g., nonprofit documentation).	Yes
4. Financial and Management Capacity: Project applicants and subrecipients demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and the capacity to administer federal funds.	Yes
5. Certifications - Project applicants submit the required certifications specified in the NOFO.	Yes
6. Population Served - The population to be served meets program eligibility requirements as described in the Act, the Rule, and the NOFO.	Yes
7. HMIS Participation - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs, agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers use a comparable database that captures the required HMIS data in addition to meeting the needs of the local HMIS.	Yes
8. Applicant has no Outstanding Delinquent Federal Debts – It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds unless. a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or b) Other arrangements satisfactory to HUD are made before the award of funds by HUD	Yes
9. Applicant has no Debarments and/or Suspensions – In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal government.	Yes
10. Pre-selection Review of Performance - If your organization has delinquent federal debt or is excluded from doing business with the Federal government, the organization may be ineligible for an award. In addition, before making a Federal award, HUD reviews information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information, such as Federal Awardee Performance and Integrity Information System (FAPIIS), and the "Do Not Pay" website. HUD reserves the right to: a) Deny funding, or with a renewal or continuing award, consider suspension or termination of an award immediately for cause; b) Require the removal of any key individual from association with management or implementation of the award; and c) Make provisions or revisions regarding the method of payment or financial reporting requirements	Yes

RENEWAL/EXPANSION THRESHOLD REQUIREMENTS

Project Name: ✓ EUMA My Way Home - RRH (20)

Organization Name: EUMA Erie United Methodist Alliance Ministries

Project Type: RRH

Project Identifier: 20

Completed projects will be moved to the bottom of the list.

If you would like to change the project type, please do so in the LIST OF PROJECTS TO BE REVIEWED.

Renewal/Expansion Projects
Threshold Review Complete

60%

THRESHOLD REQUIREMENTS	YES/NO
11. Sufficiency of Financial Management System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets Federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received Federal financial assistance, where HUD Program officials have reason to question whether a financial management system meets Federal standards, or for applicants considered high risk based on past performance or financial management findings.	Yes
12. False Statements - A false statement in an application is grounds for denial or termination of an award and may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment. Recipient or applicant confirms all statements are truthful.	Yes
13. Mandatory Disclosure Requirement - Recipients or applicants disclose in writing to the awarding program office at HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award within ten days after learning of the violation. Recipients that have received a Federal award including the term and condition outlined in Appendix XII to 2 CFR part 200—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in § 200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180, 31 U.S.C. 3321,and.S.C. 2313.)	Yes
14. Prohibition Against Lobbying Activities - Applicants are subject to the provisions of Section 319 of Public Law 101-121, 31 U.S.C. 1352, (the Byrd Amendment), and 24 CFR part 87, which prohibit recipients of federal awards from using appropriated funds for lobbying the executive or legislative branches of the Federal government in connection with a Federal award. All applicants submit with their application the signed Certification Regarding Lobbying included in the Application download from Grants.gov. In addition, applicants disclose, using Standard Form LLL (SFLLL), "Disclosure of Lobbying Activities," any funds, other than federally appropriated funds, that will be or have been used to influence federal employees, members of Congress, or congressional staff regarding specific awards. Federally-recognized Indian tribes and tribally designated housing entities (TDHEs) established by federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage of the Byrd Amendment, but state-recognized Indian tribes and TDHEs established only under state law shall comply with this requirement. Applicants submit the SFLLL if they have used or intend to use non-federal funds for lobbying activities.	Yes
15. Equal Participation of Faith-Based Organizations in HUD Programs and Activities – Projects ensure that all projects meet the requirements under 24 CFR 5.109. On April 4, 2016, HUD amended 24 CFR 5.109 consistent with E.O. 13559, entitled Fundamental Principles and Policymaking Criteria for Partnerships with Faith-Based and Other Neighborhood Organizations (75 Fed. Reg. 71319 (Nov. 22, 2010)). (See 81 FR 19355). These regulations apply to all HUD programs and activities, including all of HUD's Native American Programs, except as may be otherwise provided in the respective program regulations, or unless inconsistent with the respective program authorizing statute.	Yes
16. Resolution of Civil Rights Matters - Outstanding civil rights matters be resolved before the application submission deadline. Project applicants, who after review are confirmed to have civil rights matters unresolved at the application submission deadline, will be deemed ineligible. Their applications will receive no further review, will not be rated and ranked, and will not receive funding.	Yes

CoC THRESHOLD REQUIREMENTS

For each requirement, select "Yes" if the project has provided reasonable assurances that the project will meet the requirement, has been given an exception by the CoC or will request a waiver from HUD. Otherwise select "No".

Coordinated Entry Participation	Yes
Housing First and/or Low Barrier Implementation	Yes
Documented, secured minimum match	Yes
Project has reasonable costs per permanent housing exit, as defined locally	Yes
Project is financially feasible	Yes
Applicant is active CoC participant	Yes
Application is complete and data are consistent	Yes
Acceptable organizational audit/financial review	Yes
Project is submitted by CoC Deadline	Yes

RENEWAL/EXPANSION THRESHOLD REQUIREMENTS

Project Name: ✓ EUMA My Way Home - RRH (20)

Organization Name: EUMA Erie United Methodist Alliance Ministries

Project Type: RRH

Project Identifier: 20

Completed projects will be moved to the bottom of the list.

If you would like to change the project type, please do so in the LIST OF PROJECTS TO BE REVIEWED.

Renewal/Expansion Projects
Threshold Review Complete

60%

THRESHOLD REQUIREMENTS	YES/NO

	Pts Avail.	EUMA MWH	Mary	Danielle	Mike	Colleen	Dawn
Length of Stay							
Placed in housing within 30 days after project	*20*	**100**	20	20	20	20	20
Exits to Perm Housing							
90% remain in or move to PH / for RRH, 50% n	*25*	**125**	25	25	25	25	25
Returns to Homelessness							
10% or less return to homelessness w/in 12 m	*15*	**50**	10	10	10	10	10
New or increased income and earned income							
Earned income for project stayers	*2.5*	**0**	0	0	0	0	0
Non-employment income for project stayers	*2.5*	**0**	0	0	0	0	0
Earned income for project leavers	*2.5*	**5**	1	1	1	1	1
Non-employment income for project leavers	*2.5*	**0**	0	0	0	0	0
Project Focuses on Chronically Homeless							
20%RRH/80%PSH>= participants chronically h	*10*	**50**	10	10	10	10	10
Project Effectiveness							
95% or more entries from CE referrals	*10*	**50**	10	10	10	10	10
Housing First and/or Low Barrier implementat	*10*	**50**	10	10	10	10	10
Equity Factors							
Process includes persons with lived experience	*10*	**50**	10	10	10	10	10
Program plan to create more equitable outcor	*10*	**50**	10	10	10	10	10
Other/Local Criteria							
Project spent 90% of their funds	*20*	**100**	20	20	20	20	20
Data quality is at or above 90%	*10*	**50**	10	10	10	10	10
Application completeness, quality and accurac	*30*	**110**	22	20	22	23	23
Quality of landlord engagement	*10*	**50**	10	10	10	10	10
Quality of supportive services	*10*	**50**	10	10	10	10	10
TOTAL SCORE	*200*	**890**					
AVERAGED SCORES		**178**					
WEIGHTED SCORES		**89**					

Continuum of Care Written Standard Rating and Ranking Policies and Procedures
Erie City and County CoC – PA 605

The Erie City and County Continuum of Care's (CoC) policies and procedures require projects to be scored and ranked in a fair, unbiased and transparent process. Projects aligned with HUD and local CoC priorities will be prioritized for funding. The Rating and Ranking sub-committee in coordination with the lead applicant and the planning grant provider are responsible reviewing, amending and approving the new and renewal projects scoring tool and renewal project application addendum required for all renewal projects. The Rating and Ranking sub-committee is also responsible for the scoring and ranking of all projects.

The Rating and Ranking sub-committee consists of non-CoC and ESG funded representatives of the community who are invested in ending homelessness in Erie County. If there are any conflicts of interest with a representative, they will be removed from scoring and ranking the project (s) which have a conflict. The sub-committee shall have at least one representative with lived experience. The Rating and Ranking will meet prior to the NOFO release to determine local needs, including amending the renewal application and the renewal and new project scoring tool based on HUD and local CoC priorities. The Rating and Ranking sub-committee may make further amendments to the application and project scoring tools may be made after the NOFO release based on priorities outlined in the NOFO.

The Rating and Ranking sub-committee will review and score all applications based on the criteria found in the sections, Rating Criteria for Renewal/Expansion projects and Rating Criteria for New Projects below. The lead applicant will provide monitoring reports, annual performance reports, fiscal reports and other pertinent information to the Rating and Ranking sub-sub-committee to verify the accuracy, completeness and quality of applications submitted by agencies. The Rating and Ranking sub-committee is also responsible for rejecting, reducing and accepting projects for submission. In some cases, the Ranking and Scoring Committee may rank a project higher than it scored, if the project is a greater need based on HUD and local CoC priorities.

The governing board of the Continuum of Care may vote to reallocate shifting all or part of funds for a project to another new project based on poor performance, non-compliance, not spending down funds, consistently bad monitoring reports (2 years or more), or not meeting HUD or local CoC thresholds. The governing board may also reallocate funds for a project to a new project if the sub-recipient decides they no longer want to manage or renew the project. The reallocation of a project does not have to be done during the NOFO period. If the governing board reallocated a project, they would inform the lead applicant and the ranking and scoring committee. The lead applicant would inform their HUD representative of any reallocation of projects outside the NOFO. All reallocations of project outside of the NOFO must be approved by HUD.

HMIS and Coordinated Entry are required by HUD. Expansion grants for these projects will not be subject to rating and scoring. HMIS and Coordinated Entry expansion grants will automatically be the highest ranked grants in that order.

An applicant may appeal a decision made by the Rating and Ranking sub-committee by emailing the lead applicant. All appeals will be presented to the CoC governing board. The governing board will set up a meeting to hear the appeal and make a decision. The vote on the slate is final. Appeals will only be considered where the applicant believes there was unfairness or bias specific to the review process and scoring of their application. No appeals specific to the ranking or funding recommendation will be considered. Notices of appeals must be submitted by the application due date. Omissions on applications are not allowed to be appealed.

The project applicant can decide to file a formal appeal through HUD. HUD appeal procedures are detailed in the NOFO. The link for the NOFO in the Erie County CoC's NOFO funding announcement.

Continuum of Care Review and Ranking Process
Erie City and County CoC -PA 605

2024 ERIE COUNTY CoC RATING CRITERIA FOR
<u>RENEWAL/EXPANSION PROJECTS</u>

Under the 2024 HUD Continuum of Care process, the Erie County Continuum of Care is required to rate and rank all renewal projects. The HUD 2024 Rating and Ranking tool that was released from HUD was modified to meet local priorities and performance outcomes and is being utilized for the 2024 rating and ranking process. In order to rate all renewals in a fair and impartial manner, the rating tool consists of an evaluation system based on performance measures, data quality, application accuracy, fund utilization, Housing First/low barrier implementation, and grant utilization. The overall score will equal 200 points maximum when a project receives a perfect score for all performance benchmarks and will be weighted to a score of 100. The criteria for the benchmarks were developed from the System Performance Measures and the projects last submitted Annual Performance Report. The benchmarks for other criteria were obtained from the individual 2024 project applications, HUD invoices, and monitoring reports submitted by the Erie County Department of Human Services (lead applicant) and HUD. A majority of the Scoring is based on objective criteria. An independent Rating and Ranking committee will review and score new and renewal projects. The benchmarks that were established for the evaluation include the following:

- Length of Stay –On average, participants are placed in housing within 30 days after project start for <u>Rapid Rehousing (RRH)</u> and 45 days for <u>Permanent Supportive Housing</u>

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(PSH), re; PSH generally serves participants with higher needs that can be more difficult to house. *Maximum Points: 20*

- 90% or More of Participants in Permanent Supportive Housing will remain in or move to Permanent Housing. *Maximum Points: 25*

- 75% or More of Participants in Rapid-Rehousing will move to Permanent Housing. *Maximum Points: 25*

- 10% or Less of Participants will return to homelessness within 12 months of exit to Permanent Housing. *Maximum Points 15*

- 8% or More of Participants (Stayers) will Increase Their Earned Income. *Maximum Points: 2.5*

- 10% or More of Participants (Stayers) Will Increase Their Non-Employment Income. *Maximum Points:2.5*

- 8% or More of Participants (Leavers) will Increase Their Earned Income. *Maximum Points: 2.5*

- 10% or More of Participants (Leavers) will Increase Their Non-Employment Income. *Maximum Points 2.5*

- 95% or more of entries came from Coordinated Entry referrals. *Maximum Points: 10*

- Project will abide by the Housing First/Low Barrier Model. *Maximum Points: 10*

- PSH - 80% or More of Dedicated Beds for Chronic Homelessness were utilized. *Maximum Points: 10*

- RRH- 20% or More of Beds were utilized for Chronically Homeless. *Maximum Points: 10*

- Program has Policies to Create More Equitable Outcomes. *Maximum Points: 10*

- Project Incorporates Feedback from Persons with Lived Experience. *Maximum Points: 10*

- Fund Utilization – Utilized 90% or More of funds from Previous Year. *Maximum Points: 20*

- Data Quality is 90% or More. *Maximum Points: 10*

- Completeness, Quality and Accuracy of Application. *Maximum Points: 30*

- Quality of Landlord Engagement: *Maximum Points:10*

- Quality of Supportive Services (includes Agency partnerships and Staff Trainings). *Maximum Points: 10*

* All Renewal/Expansion projects require an additional renewal project addendum provide further information on your project for the Ranking and Scoring committee. The Renewal application addendum will be posted with the NOFO and emailed directly to sub-recipients applying for a renewal/expansion project.

**New Expansion grants will be scored based on Performance Measures and Scoring Criteria of Renewal Grant it is expanding.

***Projects will receive full points for criteria met and will receive a graduated reduction in points based on percentages below criteria for maximum points. For example, if scoring criteria was 90% or more and project only met 80%, they would only receive 88% of the maximum points (80 divided by 90

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Erie County
Home Team

Homeless and Housing Coalition

= 88%). Points will be rounded to up to the nearest .5 of total points. (In this example, if maximum points received were 20 points, you would multiply 20 by 88% or .88 which equals 17.6 which rounds to 17.5).

All renewal/expansion projects will receive written notice by emailed letter, no later than 15 days before the CoC Program Competition application submission deadline whether or not there application was rejected, reduced or accepted for submission.

2024 ERIE COUNTY CoC RATING CRITERIA FOR <u>NEW PROJECTS</u>

The Continuum of Care (CoC) NOFO has been released by HUD. For this year the Congressional Appropriations Act authorizes HUD to issue a single 2 year NOFO for fiscal years 2024 and 2025. Under the 2024/25 HUD Continuum of Care process, the Erie County Continuum of Care is required to rate and rank all new projects. The HUD CoC Program Rating and Ranking tool that was released from HUD, was modified to meet local priorities and performance outcomes, and is being utilized for the 2024/25 Continuum of Care rating and ranking process. All new project must participate in HMIS and Coordinated Entry as well as meet all the HUD threshold requirements listed on pg. 3 of the Erie County CoC Rating Criteria. Agencies applying for new projects may be asked to provide proof of financial capacity (i.e. audit), experience in utilizing public funds, partnerships with supportive service agencies including healthcare, Social Security, employment agencies and other social service agencies, The overall score will equal 200 points maximum when a project receives a perfect score for all performance benchmarks and will be weighted to a score of 100. The benchmarks for other criteria were obtained from the individual 2024 project applications, monitoring reports from the Erie County Department of Human Services. The benchmarks that were established for the evaluation include the following:

- Experience of applicant in working with the homeless population and providing housing. *Maximum Points: 15*
- Experience with utilizing a Housing First/Low Barrier approach. *Maximum Points: 10*
- Experience in effectively utilizing federal funds including HUD Grants and other public funding. *Maximum Points: 15*
- Extent to which the applicant (1) Demonstrates understanding of the needs of the client (2) Demonstrates type, scale, and location of the housing fits the need of the clients to be served (3) Demonstrates type and scale of supportive services (4) Demonstrates how clients will be assisted with accessing mainstream benefits (5) Establishes performance measures for housing and income that are objective and measurable. *Maximum Points: 15*
- Plan to assist clients to rapidly secure and maintain safe, affordable permanent housing. *Maximum Points: 5*
- Describe how clients will be assisted to increase employment and/or income. *Maximum Points: 5*

Project leverages housing resources with housing units not funded through Continuum of Care or ESG funds. *Maximum Points: 5*

- Describe how project leverages healthcare resources. *Maximum Points: 10*
- Describe plan for rapid implementation of project. *Maximum Points: 10*
- Describe how project is cost-effective. *Maximum Points 5*
- Audit (1) Most recent audit found no exception to standard practices. *Maximum Points: 5* (2) Most recent audit identified as "low risk": *Maximum 5 points* (3) Most recent audit indicates no findings. *Maximum Points: 5*
- Documented Match amount. *Maximum Points: 5*
- Budgeted costs are reasonable, allocable and allowable. *Maximum Points: 5*
- Coordinated Entry Participation - 95 % of entries come from Coordinated Entry. *Maximum Points: 10*
- Project incorporates feedback from persons with lived experience. *Maximum Points: 10*
- Policies and plan for equitable outcomes including supporting underserved communities and providing fair housing. *Maximum Points: 10*
- Completeness, quality and accuracy of application. *Maximum Points: 30*
- Agency partnerships and knowledge of Supportive Services (including SOAR and other staff trainings). *Maximum Points: 10*
- Landlord partnerships and engagement. *Maximum Points: 10*

HUD Threshold Requirements

In order for a project to be accepted, the project must meet all HUD threshold requirements below:

- Applicant has Active SAM registration with current information and maintains an active SAM registration annually.
- Applicant has Valid UEI (Unique Entity Identifier) Number.
- CoC Program Eligibility – Project applicants and potential subrecipients meet the eligibility requirements of the CoC Program as described in the Act and the Rule and provide evidence of eligibility required in the application (e.g., nonprofit documentation).
- Financial and Management Capacity: Project applicants and subrecipients demonstrate the financial and management capacity and experience to carry out the project as detailed in the   project application and the capacity to administer federal funds.
- Certifications - Project applicants submit the required certifications specified in the NOFO.
- Population Served - The population to be served meets program eligibility requirements as described in the Act, the Rule, and the NOFO.
- Applicant has no Outstanding Delinquent Federal Debts – It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds unless.
  a. A negotiated repayment schedule is established and the repayment schedule is not

delinquent, or

  b. Other arrangements satisfactory to HUD are made before the award of funds by
     HUD

- Applicant has no Debarments and/or Suspensions – In accordance with 2 CFR 2424, no award
  of federal funds may be made to debarred or suspended applicants, or those proposed to be
  debarred or suspended from doing business with the Federal government.

- Pre-selection Review of Performance - If your organization has delinquent federal debt or is
  excluded from doing business with the Federal government, the organization may be
  ineligible for an award. In addition, before making a Federal award, HUD reviews
  information available through any OMB-designated repositories of government-wide
  eligibility qualification or financial integrity information, such as Federal Awardee
  Performance and Integrity Information System (FAPIIS), and the "Do Not Pay" website.
  HUD reserves the right to

  a. Deny funding, or with a renewal or continuing award, consider suspension or
     termination of an award immediately for cause;
  b. Require the removal of any key individual from association with management or
     implementation of the award; and
  c. Make provisions or revisions regarding the method of payment or financial reporting
     requirements

- Sufficiency of Financial Management System - HUD will not award or disburse funds to
  applicants that do not have a financial management system that meets Federal standards as
  described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems
  for applicants selected for award who have not previously received Federal financial
  assistance, where HUD Program officials have reason to question whether a financial
  management system meets Federal standards, or for applicants considered high risk based on
  past performance or financial management findings

- False Statements - A false statement in an application is grounds for denial or termination of
  an award and may result in criminal, civil, and/or administrative sanctions, including fines,
  penalties, and imprisonment. Recipient or applicant confirms all statements are truthful.

- Mandatory Disclosure Requirement - Recipients or applicants disclose in writing to the
  awarding program office at HUD, all violations of Federal criminal law involving fraud,
  bribery, or gratuity violations potentially affecting the Federal award within ten days after
  learning of the violation. Recipients that have received a Federal award including the term and
  condition outlined in Appendix XII to 2 CFR part 200—Award Term and Condition for
  Recipient Integrity and Performance Matters are required to report certain civil, criminal, or
  administrative proceedings to SAM. Failure to make required disclosures can result in any of
  the remedies described in §
  200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR
  part 180, 31 U.S.C. 3321,and.S.C. 2313.)

- 14. Prohibition Against Lobbying Activities - Applicants are subject to the provisions of
  Section 319 of Public Law 101-121, 31 U.S.C. 1352, (the Byrd Amendment), and 24 CFR part

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87, which prohibit recipients of federal awards from using appropriated funds for lobbying the executive or   legislative branches of the Federal government in connection with a Federal award. All applicants submit with their application the signed Certification Regarding Lobbying included in the Application download from Grants.gov. In addition, applicants disclose, using Standard Form LLL (SFLLL), "Disclosure of Lobbying Activities," any funds, other than federally appropriated funds, that will be or have been used to influence federal employees, members of Congress, or congressional staff regarding specific awards..

- Equal Participation of Faith-Based Organizations in HUD Programs and Activities   – Projects ensure that all projects meet the requirements under 24 CFR 5.109. On April 4, 2016, HUD amended 24 CFR 5.109 consistent with E.O. 13559, entitled Fundamental Principles and Policymaking Criteria for Partnerships with Faith-Based and Other Neighborhood Organizations (75 Fed. Reg. 71319 (Nov. 22, 2010)). (See 81 FR 19355). These regulations apply to all HUD programs and activities, including all of HUD's Native American Programs, except as may be otherwise provided in the respective program regulations, or unless inconsistent with the respective program authorizing statute.
- Resolution of Civil Rights Matters - Outstanding civil rights matters be resolved before the application submission deadline. Project applicants, who after review are confirmed to have civil rights matters unresolved at the application submission deadline, will be deemed ineligible. Their applications will receive no further review, will not be rated and ranked, and will not receive funding.

CoC Threshold Requirements

In order for a project to be accepted, the project must meet all CoC threshold requirements below:

- Coordinated Entry Participation
- Housing First and/or Low Barrier Implementation
- Documented, secured minimum match
- Project has reasonable costs per permanent housing exit, as defined locally
- Project is financially feasible
- Applicant is an active CoC participant*
- Application is complete and data are consistent
- Acceptable organizational audit/financial review

  * Exceptions could be granted with Ranking and Scoring Committee approval vote.

RENEWAL/EXPANSION PROJECT RATING TOOL

Project Name:

Organization Name:

Project Type: **RRH (General)**

Project Identifier:

Print Blank Template

Print Report Card

Renewal/Expansion Projects
Rating Complete

Threshold rating not complete

0%

RATING FACTOR	PERFORMANCE GOAL	PERFORMANCE		POINTS AWARDED		MAX POINT VALUE
PERFORMANCE MEASURES						
Length of Stay						
Rapid Re-Housing	On average, participants are placed in housing 30 days after referral to RRH		days		out of	20
Exits to Permanent Housing						
Rapid Re-Housing	75% move to PH		%		out of	25
Returns to Homelessness						
Within 12 months of exit to permanent housing	≤ 10% of participants return to homelessness within 12 months of exit to PH		%		out of	15
New or Increased Income and Earned Income						
Earned income for project stayers	8%+ of participants with new or increased income		%		out of	2.5
Non-employment income for project stayers	10%+ of participants with new or increased income		%		out of	2.5
Earned income for project leavers	15%+ of participants with new or increased income		%		out of	2.5
Non-employment income for project leavers	25%+ of participants with new or increased income		%		out of	2.5
	Performance Measures Subtotal			0	out of	**70**
SERVE HIGH NEED POPULATIONS						
	Serve High Need Populations Subtotal			0	out of	**0**
PROJECT EFFECTIVENESS						
Coordinated Entry Participation	≥ 95% of entries to project from CE referrals		%		out of	10
Housing First and/or Low Barrier Implementation	Commits to applying Housing First model				out of	10
	Project Effectiveness Subtotal			0	out of	**20**
EQUITY FACTORS						
Agency Leadership, Governance, and Policies						
Process for receiving & incorporating feedback	Process includes persons with lived experience				out of	10
Program Participant Outcomes						
Program changes for equitable outcomes	Plan to create more equitable program outcomes				out of	10
	Equity Factors Subtotal			0	out of	**20**
OTHER AND LOCAL CRITERIA						
RRH (General) - Renewal funds spent down	Project spent 90% of funds				out of	20
RRH (General) - Data Quality	Is above 90%				out of	10
RRH (General) - Application	Completeness, Quality, Accuracy				out of	30
RRH (General) - Landlord partnerships	Quality of Landlord Engagement				out of	10
RRH (General) - Chronically Homeless	>80% 0f participants				out of	10
RRH (General) - Agency Partnership for supportive	Quality of Supportive Services				out of	10
	Other and Local Criteria Subtotal			0	out of	**90**
	TOTAL SCORE			0	out of	**200**
	Weighted Rating Score			0	out of	**100**

PROJECT FINANCIAL INFORMATION		
CoC funding requested	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
Amount of other public funding (federal, state, county, city)		
Amount of private funding		
TOTAL PROJECT COST		$
CoC Amount Awarded Last Operating Year	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
CoC Amount Expended Last Operating Year	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
Percent of CoC funding expended last operating year		

RENEWAL/EXPANSION PROJECT RATING TOOL

Project Name:		Print Blank Template		Print Report Card
Organization Name:			Renewal/Expansion Projects	
Project Type:	PSH (General)		Rating Complete	
Project Identifier:		Threshold rating not complete	0%	

RATING FACTOR	PERFORMANCE GOAL	PERFORMANCE	POINTS AWARDED		MAX POINT VALUE
PERFORMANCE MEASURES					
Length of Stay					
Permanent Supportive Housing	On average, participants are placed in housing 45 days after referral to RRH	days		out of	20
Exits to Permanent Housing					
Permanent Supportive Housing	90% will remain in or move to PH	%		out of	25
Returns to Homelessness					
Within 12 months of exit to permanent housing	≤ 10% of participants return to homelessness within 12 months of exit to PH	%		out of	15
New or Increased Income and Earned Income					
Earned income for project stayers	8%+ of participants with new or increased income	%		out of	2.5
Non-employment income for project stayers	10%+ of participants with new or increased income	%		out of	2.5
Earned income for project leavers	15%+ of participants with new or increased income	%		out of	2.5
Non-employment income for project leavers	25%+ of participants with new or increased income	%		out of	2.5
Performance Measures Subtotal			0	out of	**70**
SERVE HIGH NEED POPULATIONS					
Serve High Need Populations Subtotal			0	out of	**0**
PROJECT EFFECTIVENESS					
Coordinated Entry Participation	≥ 95% of entries to project from CE referrals	%		out of	10
Housing First and/or Low Barrier Implementation	Commits to applying Housing First model			out of	10
Project Effectiveness Subtotal			0	out of	**20**
EQUITY FACTORS					
Agency Leadership, Governance, and Policies					
Process for receiving & incorporating feedback	Process includes persons with lived experience			out of	10
Program Participant Outcomes					
Program changes for equitable outcomes	Plan to create more equitable program outcomes			out of	10
Equity Factors Subtotal			0	out of	**20**
OTHER AND LOCAL CRITERIA					
PSH (General) - Renewal funds spent down	Project spent 90% of funds			out of	20
PSH (General) - Data Quality	Is above 90%			out of	10
PSH (General) - Application	Completeness, Quality, Accuracy			out of	30
PSH (General) - Landlord partnerships	Quality of Landlord Engagement			out of	10
PSH (General) - Chronically Homeless	>80% 0f participants			out of	10
PSH (General) - Agency Partnership for supportive	Quality of Supportive Services			out of	10
Other and Local Criteria Subtotal			0	out of	**90**
TOTAL SCORE			0	out of	**200**
Weighted Rating Score			0	out of	**100**

PROJECT FINANCIAL INFORMATION		
CoC funding requested	NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab	$
Amount of other public funding (federal, state, county, city)		
Amount of private funding		
TOTAL PROJECT COST		$
CoC Amount Awarded Last Operating Year	NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab	$
CoC Amount Expended Last Operating Year	NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab	$
Percent of CoC funding expended last operating year		

NEW PROJECTS RATING TOOL

Project Name: _____ Print Blank Template Print Report Card

Organization Name: _____

Project Type: _____ New Projects Rating Complete

Project Identifier: 27 **Threshold rating not complete** 0%

RATING FACTOR	POINTS AWARDED		MAX POINT VALUE
EXPERIENCE			
A. Describe the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application.		out of	15
B. Describe experience with utilizing a Housing First approach. Include 1) eligibility criteria; 2) process for accepting new clients; 3) process and criteria for exiting clients. Must demonstrate there are no preconditions to entry, allowing entry regardless of current or past substance abuse, income, criminal records (with exceptions of restrictions imposed by federal, state, or local law or ordinance), marital status, familial status, actual or perceived sexual orientation, gender identity. Must demonstrate the project has a process to address situations that may jeopardize housing or project assistance to ensure that project participation is terminated in only the most severe cases.		out of	10
C. Describe experience in effectively utilizing federal funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants.		out of	15
Experience Subtotal	0	out of	40
DESIGN OF HOUSING & SUPPORTIVE SERVICES			

A. Extent to which the applicant
  1. Demonstrate understanding of the needs of the clients to be served.
  2. Demonstrate type, scale, and location of the housing fit the needs of the clients to be served
  3. Demonstrate type and scale of the all supportive services, regardless of funding source, meet the needs of the clients to be served.
  4. Demonstrate how clients will be assisted in obtaining and coordinating the provision of mainstream benefits
  5. Establish performance measures for housing and income that are objective, measurable, trackable, and meet or exceed any established HUD, HEARTH or CoC benchmarks.
		out of	15

B. Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs.		out of	5
C. Describe how clients will be assisted to increase employment and/or income and to maximize their ability to live independently.		out of	5
D. Project leverages housing resources with housing units not funded through the CoC or ESG programs.		out of	10
E. Project leverages health resources, including a partnership commitment with a healthcare organization.		out of	10
Design of Housing & Supportive Services Subtotal	0	out of	45
TIMELINESS			
A. Describe plan for rapid implementation of the program documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award.		out of	5
Timeliness Subtotal	0	out of	5
FINANCIAL			
A. Project is cost-effective - comparing projected cost per person served to CoC average within project type.		out of	5
B. Audit			
1. Most recent audit found no exceptions to standard practices		out of	5
2. Most recent audit identified agency as 'low risk'		out of	5
3. Most recent audit indicates no findings		out of	5
C. Documented match amount		out of	5
D. Budgeted costs are reasonable, allocable, and allowable		out of	5
Financial Subtotal	0	out of	30
PROJECT EFFECTIVENESS			
Coordinated Entry Participation- 95% of entries to project from CE referrals		out of	10
Project Effectiveness Subtotal	0	out of	10
EQUITY FACTORS			
Agency Leadership, Governance, and Policies			
Recipient has relational process for receiving and incorporating feedback from persons with lived experience of homelessness		out of	10
Program Participant Outcomes			
Recipient has identified programmatic changes needed to make program participant outcomes more equitable and developed a plan to make those changes		out of	10
Equity Factors Subtotal	0	out of	20
OTHER AND LOCAL CRITERIA			
Completeness, Quality and Accuracy of Application		out of	30
Agency Partnerships for Supportive Service (including Staff trainings)		out of	10
Landlord Partnerships and Engagement		out of	10
Other and Local Criteria Subtotal	0	out of	50
TOTAL SCORE	0	out of	200
Weighted Rating Score	0	out of	100

PROJECT FINANCIAL INFORMATION		
CoC funding requested	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
Amount of other public funding (federal, state, county, city)		
Amount of private funding		
TOTAL PROJECT COST		$

AGENCY NAME: EUMA (Erie United Methodist Alliance, Inc.)

PROJECT NAME: My Way Home   **PROJECT TYPE**: Rapid ReHousing

CONTACT PERSON: Kurt B. Crays, CEO

PHONE: 814.456.8073, ext. 102   **EMAIL**: KCrays@EUMA-Erie.org

1. **Provide a detailed description of your project. In this summary, include program specifics of what it does, who it serves, number of beds, location, and anything else that helps the reader understand what the purpose of the program is.**

   EUMA's My Way Home Rapid ReHousing project is a housing first program in practice, welcoming all who qualify and are referred by Erie County's Coordinated Entry provider, Erie County Care Management. EUMA's Rapid ReHousing quickly helps unhoused neighbors FIND permanent housing, temporarily PAY for permanent housing and provide them access to services that will help them STAY permanently housed.

   EUMA provides three core program services to achieve our goal. They are:

   - *Housing Identification* | EUMA's goal is to find each referred RRH client permanent housing of their choice, within 30 days of referral. EUMA staff recruit, educate and support Erie County property owners, landlords and property management companies to both understand the My Way Home program and welcome and support clients.
   - *Rent and Move-In Assistance* | EUMA pays for minimally one and up to double deposits, rent and when able, utilities. We provide clothing and merchandise vouchers for clients to furnish their apartment, and move clients into their apartment with EUMA's box truck and the staff to support this work.
   - *Case Management* | EUMA connects referred households to services and supports they need to remain permanently housed and help resolve issues that may threaten their housing stability including conflicts with landlords, those living in their home, neighbors and others.

   While EUMA provides all three service components, clients do not have to take advantage of them to be a part of the program. Using motivational interviewing skills, case managers use assertive engagement techniques that increase service receptivity.

   EUMA anticipates permanently housing up to 75 individuals in the fiscal year.

TARGET POPULATION

The RRH program, My Way Home, administered by EUMA welcomes homeless families with children, youth and single adults who are most in need of this temporary assistance and based on Erie County's written standards.

ELIGIBILITY CRITERIA

All households will be assessed for eligibility by Erie County's coordinated entry team lead by Erie County Care Management and can be accessed by calling 814-SHELTER 24 hours a day/365 days a year or by going to 1601 Sassafras St., Erie, PA 16502.

In addition to verifying literal homeless status, ECCM staff will administer an assessment and determine the appropriate permanent housing referral.

Once referred, EUMA housing case managers will make good faith efforts to locate the referred client. If referred clients cannot be located in the geographic area, EUMA will document the outreach and follow the prioritization rubric outlined in Erie County's written standards document while continuing to locate the referred client and offer permanent housing.

Case management | While not mandatory, EUMA housing case managers will make every effort to meet with clients not less than once per month to review their individual housing plans, make or review referrals and services with the client and work to ensure long-term housing stability. Additional case management will be provided on a case-by-case basis based on need and receptivity. Case managers will help program participants to develop a plan to assist them in retaining permanent housing after the case management assistance ends, taking into account all relevant considerations, such as the program participant's current or expected income and expenses, other public or private assistance for which the program participant will be eligible and likely to receive, and the relative affordability of available housing in the Erie County area.

In consultation with EUMA's housing specialist and based on actual income, and family size and demographics, EUMA's My Way Home RRH clients will choose their apartment that best suits their need.

PROGRAM OVERVIEW

Rental assistance (12-24 months) | Client rent is fully paid at the beginning of the program and the client agrees to a step-down program that requires the client to increasingly pay for a larger portion of their total rent until they pay all of their rent.

EUMA's My Way Home is able to pay for first and last month's rent at lease-up and up to double deposit.

Currently, EUMA pays for client utilities as long as they are rolled into the rental amount.

If a housed client falls behind on rent because of a documentable event (car used for getting to and from work breaks down, death in the family, unexpected expenses arise, etc.) EUMA can pay one rent *in arrears* to keep the client permanently housed. Additionally, EUMA can adjust the client's payment schedule based on a documentable need, and not to exceed 24 months.

Supportive Services | EUMA housing case managers provide supportive services through assertive case management. They assess, arrange, coordinate, and monitor the delivery of individualized services to meet the needs of program participants including:

Providing ongoing risk assessment and safety planning with victims of domestic violence, dating violence, sexual assault and stalking;

Credit Counseling;

Developing, securing and coordinating services;

Administering, reviewing and prioritizing need based on the self-sufficiency assessment;

Obtaining Federal, State and local benefits;

Monitoring and evaluating program participant progress;

Providing information and referrals to other social service providers as applicable;

Developing an individualized service plan, including planning a path to permanent housing stability; and

Conducting required six-month and twelve-month self-sufficiency assessment of service needs.

Annual Income | A program participant's household annual income must be documented. The goal is to secure housing that is less than or equal to 30 percent of the Area Median Income (AMI)

Rent Requirements | The purpose of rental assistance is to ensure long-term housing stability for the household, both for the duration of the program intervention and upon exit. Thus, the purpose is to place participants into housing that will be sustainable

Housing Standards | Units must: meet HUD, State and local municipality housing quality standards and meet suitable dwelling size requirements.

Lease Requirements | Lease must have an initial term of one year and terminable only for cause as outlined in the lease agreement. EUMA housing case managers will mediate

disputes and work with both the client and landlord to keep clients permanently housed whenever possible.

Housing Quality Standards | Permanent housing for all EUMA Rapid Re-Housing participants receiving rental assistance must meet the applicable Housing Quality Standards (HQS) under 24 CFR 982.401. Before any assistance is provided each unit must be physically inspected to assure that the unit meets HQS. All units must be inspected by an EUMA housing specialist and at least annually thereafter as long as the household remains in the RRH program.

Rental assistance will not be provided for units that fail to meet HQS, unless the owner corrects any deficiencies within 30 days from the date of the initial inspection and the grantee verifies that all deficiencies have been corrected.

Suitable Dwelling Unit Size | Each permanent housing unit must have at least one bedroom or living/sleeping room for each two persons. Children of the opposite sex, other than very young children, may not be required to occupy the same bedroom or living/sleeping room. If household composition changes during the term of assistance, EUMA may relocate the household to a more appropriately sized unit. The household must still have access to appropriate supportive services.

All residences will be inspected for the presence of and exposure to lead based paint. All bedrooms and common areas will be inspected for lead paint when a child 6 years of age or younger is present.

All RRH clients will be given the EPA's "Protect Your Family from Lead in Your Home" packet and clients will be asked to sign a "Lead Paint Disclosure Form" indicating that they received and reviewed the packet.

Lease Agreement | Each program participant receiving rental assistance must have a legally binding, written lease for the rental unit. The program participant must be the tenant on a lease for a term of at least one year that is renewable and terminable only for cause.

2. **Describe how this program has adopted and follows the principles of housing first. In addition, describe how your program encourages clients to engage in services that, while they cannot be mandated, are important for clients to take part in.**

   EUMA's My Way Home program is Housing First. We prioritize getting ECCM-referred and unhoused people into permanent housing as quickly as possible regardless of their behavioral or physical health, income, use of substances or willingness to participate in services.

Once referred, EUMA only denies a referral if the client has been in the program before, or after repeated attempts to reach them or house them, they have not been reachable or amenable to the program.

EUMA's housing case managers are annually trained to use motivational interviewing techniques that help clients find their own motivations for change. EUMA staff have also used critical time intervention (CTI) techniques with clients. CTI is time-limited and used to help clients during times of transition with the goal of keeping them permanently housed when difficulties arise.

EUMA has built partner relationships with service providers so that we can leverage the trust built with clients to make stronger referrals and warm hand-offs.

3. **Provide examples of how your agency partners or coordinates with other agencies to enhance services provided to the clients.**

EUMA has formal and informal partnerships with social service providers to strengthen a client's self-sufficiency including: behavioral and physical health; education including adult and children; legal; employment; food; life skills; substance use treatment; and transportation. Based on an initial 18-domain self-sufficiency, self-reported assessment, the client's strengths and areas contributing to their housing crisis and future housing permanency are identified. With support from housing case managers, clients create an individualized housing plan with permanent housing as the primary goal. Typically 1-3 additional items are chosen to work on. For example, a client could show little earned and total income. If chosen, the housing case manager would provide direct and referral services to employment services.

EUMA provides direct and or refers clients to the following services and providers:

Behavioral and Physical Health | Community Health Net, Family Services of Northwest PA, Stairways Behavioral Health, and UPMC Western Behavioral Health at Safe Harbor

Education | Early Connections, Gannon University, St. Martin Center, PA Career Link

Legal | Northwest PA Legal Services

Employment | PA Career Link and several staffing agencies. EUMA also is able to hire Rapid ReHousing clients for a short time to strengthen their work experience, increase income and prepare those with little work history to enter the workforce following placement in permanent housing.

Food | Local Food Banks (Second Harvest Food Bank of NWPA), and PA SNAP Benefits

Financial and Life Skills | EUMA housing case managers and St. Martin Center and YMCA's in Erie

Substance Use Treatment | New Directions Healthcare and Pyramid Healthcare

Transportation | EUMA provides all Rapid ReHousing clients with a bus pass and housing case managers are permitted to transport clients to meetings, appointments, and other places that will strengthen their self-sufficiency and housing permanency.

4. **What steps does the program take to assure clients can gain access to government-provided services? For example, access to Department of Public Welfare, unemployment, OVR, Medicare/Medicaid, disability benefits, etc. In addition, are any of the staff who work within the program SOAR certified (SSI/SSDI/OUTREACH, ACCESS, RECOVERY)? If none, what are the program's plans to have staff certified in this process?**

EUMA is working with SAMHSA's SOAR program staff to be trained to complete SOAR applications all following EUMA participation in the 2024, SOAR action planning conversation. In the meantime, EUMA is committed to working with clients to get them access to the public welfare programs that can assist them with attaining self-sufficiency. EUMA's rapid rehousing staff both assess need and make the appropriate referrals and when needed, provide direct support to the client in the form of transportation and assistance with filling out paperwork. We look forward to getting SOAR-trained staff when that opportunity is made available to us.

5. **How does your program/agency use feedback from persons with lived experience to improve services?**

EUMA has a peer hiring preference. Almost all EUMA's direct service staff are peers to those with whom they work. Nearly all staff have experienced a housing crisis, have a severe mental illness diagnosis, are in recovery, have been involved with the justice system and/or they or their children have had OCY involvement. We believe there is no better advocate and example than those who have lived experience.

Additionally, EUMA has one person who has experienced a housing crisis on the governing board of EUMA. With permission to share, Andy Legler is a Veteran, experienced a housing crisis after returning from his last tour of duty in the Middle East and is in recovery.

EUMA also has a grievance policy that is used by clients.

It is the policy of EUMA to provide program participants with a means to have their voices heard and provide a fair and efficient process to present and resolve complaints and grievances.

Finally, EUMA regularly provides clients with access to other EUMA staff, volunteers and board members to share their stories and experiences with EUMA staff and programming.

6. **What steps does your program take to create more equitable outcomes? What ways is your agency/program examining if diverse populations are being underserved?**

While EUMA does outreach to unhoused and underserved populations and reviews program data, we receive referrals as they come from Erie County's coordinated entry program and therefore do not have many opportunities to perform outreach in underserved communities.

However, EUMA is working to create more equitable outcomes. We believe that representation in direct service matters. At the end of last fiscal year, half of EUMA's full time Rapid ReHousing case managers were persons of color.

EUMA also strengthens equity through education to include tenant rights which disproportionately impact persons of color.

7. **If applicable, briefly describe your agencies efforts to engage and strengthen relationships with external landlords.**

EUMA's work with Erie County landlords is critically important. In addition to spending a great deal of time recruiting, educating and supporting landlords, we also invest many hours mediating disagreements between tenants, property owners and/or property managers and neighbors all with the goal of keeping Rapid ReHousing clients permanently and stably housed.

EUMA is a member of the Apartment Association of Northwest PA that puts us in direct contact with property owners and aligns our staff with shared knowledge, access to existing and new apartment availability and professional support when needed.

EUMA also works closely with property owners to explain and help them apply for Erie County's landlord incentive program that has increased receptivity to the program.

Finally, EUMA appreciates the often hard work our landlords do to care and support their tenants and EUMA's clients. Overwhelmingly, property owners and managers are good people, wanting those living in their buildings to stay permanently housed.

8. **Were there any findings that came about during your last monitoring? If so, what steps did the program take to resolve them? No.**

9. **Describe your financial and management capacity and experience to carry out the project. Specifically, what experience does senior management have managing housing funds and similar grants?**

   With evidence attributed to EUMA's chief financial officer, Lori L. Lewis has 38 years of financial management experience both in the for and not for profit sectors. Lori has helped lead EUMA's growth by managing more and larger public and private grants. EUMA's chief executive officer, Kurt B. Crays, has provided not for profit leadership among a refuge and migrant branch office, an international relief and development organization and most recently the second largest refugee resettlement voluntary agency working to provide refugees, migrants and unaccompanied refugee minor services. Under Kurt's leadership, EUMA has grown programs, expanded services across Erie and now Crawford counties and increased permanent and affordable housing for youth aging out of foster care, Veterans, families with children and singles. He and the EUMA team have grown the operating budget by 163% in the past 9 years.

What were the grant funds awarded for this past year? | $608,934

How much has been drawn down (give 12-month projection)? | $608,934

If you are not projected to draw down all of the awarded funds, please explain why:

For fiscal year 2023-2024, EUMA drew down all Erie County funds contracted for Rapid ReHousing services.

The following table consists of various HUD performance measures that applicants will be scored and ranked on. These are measures that agencies should be reviewing annually. The HUD target threshold is listed within the table. Have your HMIS data coordinator pull the needed figures and add them into the table in the spaces provided.

*EUMA typically has four full time RRH employees. In the last six months, one full time staff is no longer working for EUMA and the other is on short term medical leave. Additionally, two EUMA program supervisors are no longer working to provide direction. While these are not to be read as excuses, I'm hopeful this provides context to data quality issues. It is not that EUMA has not increased earned and total income, but it is that we have not put that information into HMIS. One of the aforementioned staff was EUMA's primary Rapid ReHousing data entry lead.

COUNTY OF ERIE

MENTAL HEALTH/INTELLECTUAL DISABILITIES

Brenton Davis,
County Executive

John DiMattio,
Director

To Whom It may concern,

PA-605 CoC did not reduce or reject any projects for the 2024/25 CoC competition.

Sincerely,

Peter Burke
Erie County DHS Housing Program Director
pburke@eriecountypa.gov

Ranking	score	Project Type	Project Name	Amount	Tier	Status
**1	N/A	HMIS	HMIS	$ 146,027.00	1	Renewal
**2	N/A	SSO	Coordinated Entry	$ 145,121.00	1	Renewal
3	NA	HMIS Expansion	HMIS	$ 50,000.00	1	New Expansion
4	178	RRH	My Way Home (EUMA)	$ 882,195.00	1	Renewal
5	166.8	PSH	LTC (CSS)	$ 303,288.00	1	Renewal
6	145.7	PSH	Self-Start (ECCM)	$ 947,213.00	1	Renewal
7	145.7	PSH	Self-Start (ECCM)	$ 384,871.00	2	Renewal
8	145.7	PSH	Self-Start	$ 470,180.00	2	New Expansion

FUNDS REQUESTED	Amount
Ranked Renewals	$ 2,808,715.00
New Expansion (CoC Bonus)	$ 520,180.00
Planning Grant (not ranked)	$ 216,742.00
TOTAL HUD REQUEST w/o Planning	$ 3,328,895.00
Total HUD Requested w/ Planning	$ 3,545,637.00

TIER	
Tier 1 - Adjusted ARD (90% this year)	$ 2,473,844.00
Tier 2 -Adjusted ARD (10% this year)	$ 795,051.50

PPRN	$ 4,334,830.00
Estimated ARD	$ 2,748,715.00
Tier 1 (90%)	$ 2,473,843.50
Tier 2 (10%)	$ 274,871.50
COC Bonus	$ 520,180.00
CoC Planning	$ 216,742.00

Projects Ranked but not Scored

Project name	Project type	Amount
HMIS	HMIS	$ 146,027.00
Coordinated Entry	Coordinated Entry	$ 145,121.00
HMIS Expansion	HMIS Expansion	$ 50,000.00
Total		$ 341,148.00

EUMA,

Your HUD Renewal Project, My Way Home RRH was scored and ranked by the PA-605 (Erie Home Team) Ranking and Scoring Committee. Your project was accepted in Tier 1 to submit to HUD for the 2024 Continuum of Care competition. Please find attached the acceptance letter as well as the attached Priority Listing with the Ranking and Scoring of your project which have additional details on how your project scored and was ranked.

Peter Burke

Erie County Office of MH/ID

154 W. 9th Street, 4th Floor

Erie, Pa 16501

Housing Program Director

Phone: 814-451-6813

COUNTY OF ERIE

MENTAL HEALTH/INTELLECTUAL DISABILITIES

Brenton Davis,
County Executive

John DiMattio,
Director

10/11/2024

Erie United Methodist Alliance
728 W. 9th Street
Erie, Pa 16502

Dear Mr. Crays,

I am pleased to inform you that your 2024 Renewal Project application, My Way Home RRH was accepted, scored and ranked by the Ranking and Scoring Committee for the FY 2024 Continuum of Care Priority Listing. The total funding requested for this project is $882,195. Funds for your renewal project were ranked in Tier 1. The Priority Listing and ranking of all projects is attached and can be found on the Home Team website at https://www.endhomelessnesseriecountypa.org . In addition, rational for the scoring/ranking of your project and suggestions for improvement of your application will be provided by the Scoring Committee in a subsequent email.

If you have any questions, please contact me at 814-451-6813.

Sincerely,
Peter Burke
Housing Program Director
Erie County Department of Human Services

From:	Burke, Peter
To:	Charlie Barber
Cc:	emcgrath@eccm.org; Mark Jasinski
Subject:	Accepted and Ranked
Date:	Friday, October 11, 2024 3:01:00 PM
Attachments:	ECCM CE Ranking Acceptance Letter .docx
	ECCM SS renewal Acceptance Letter.docx
	ECCM SS New Exp. Acceptance Letter.docx
	Priority Listing Final.pdf

ECCM,

Your renewal HUD projects, EC Coordinated Entry, ECCM Self-Start were ranked and scored by the PA-605 (Erie Home Team) CoC Ranking and Scoring Committee. All three of your projects were accepted. Coordinated Entry is not scored but is ranked in Tier 1. Your Self-Start renewal was scored and ranked in Tier 1 and Tier 2. Your Self-Start New Expansion grant was ranked in Tier 2. Tier 2 is very competitive and may not receive funding if HUD has insufficient funds. Please find attached the acceptance letter as well as the attached Priority Listing with the Ranking and Scoring of your project which have additional details of how your project was scored and ranked.

Peter Burke

Erie County Office of MH/ID

154 W. 9th Street, 4th Floor

Erie, Pa 16501

Housing Program Director

Phone: 814-451-6813

COUNTY OF ERIE

MENTAL HEALTH/INTELLECTUAL DISABILITIES

Brenton Davis,
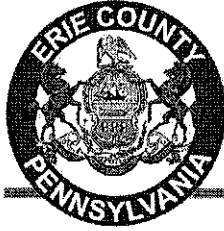County Executive

John DiMattio,
Director

10/11/2024

Erie County Care Management
1601 Sassafras Street
Erie, Pa 16501

Dear Mr. Barber,

Your 2024 renewal Project application, Self-Start PSH was accepted, scored and ranked by the Ranking and Scoring Committee for the FY 2024 Continuum of Care Priority Listing. The total funding requested for this project is $1,332,084. Funding for your renewal project was ranked in Tier 1 and Tier 2. The amount of funds ranked in Tier 1 is $947,213. The amount of funds ranked in Tier 2 is $384,871. The funding in Tier 2 is very competitive and may not receive funding if HUD has insufficient funds. Priority Listing and ranking of all projects is attached and can be found on the Home Team website, https://www.endhomelessnesseriecountypa.org/ . In addition, rational for the scoring/ranking of your project and suggestions for improvement of your application will be provided by the Scoring Committee in a subsequent email.
If you have any questions, please contact me at 814-451-6813.

Sincerely,
Peter Burke
Housing Program Director
Erie County Department of Human Services

COUNTY OF ERIE

MENTAL HEALTH/INTELLECTUAL DISABILITIES

Brenton Davis,
County Executive

John DiMattio,
Director

10/11/2024

Erie County Care Management
1601 Sassafras Street
Erie, Pa 16501

Dear Mr. Barber,

Your 2024 New Project application, Self-Start PSH Expansion was accepted, scored and ranked by the Ranking and Scoring Committee for the FY 2024 Continuum of Care Priority Listing. The total funding requested for this project is $470,180. Funding for your New Expansion project was ranked in Tier 2. The funding in Tier 2 is very competitive and may not receive funding if HUD has insufficient funds. Priority Listing and ranking of all projects is attached and can be found on the Home Team website, https://www.endhomelessnesseriecountypa.org/ . In addition, rational for the scoring/ranking of your project and suggestions for improvement of your application will be provided by the Scoring Committee in a subsequent email.
If you have any questions, please contact me at 814-451-6813.

Sincerely
Peter Burke
Housing Program Director
Erie County Department of Human Services

COUNTY OF ERIE

MENTAL HEALTH/INTELLECTUAL DISABILITIES

Brenton Davis,
County Executive

John DiMattio,
Director

10/11/2024

Erie County Care Management
1601 Sassafras Street
Erie, Pa 16501

Dear Mr. Barber,

Your Coordinated Entry Renewal grant was accepted, and it was not scored but was automatically ranked in Tier 1 by the Ranking and Scoring Committee for the FY 2024 Continuum of Care Priority Listing. The Total funding for this request is $145,121.
In addition, rational for the scoring/ranking of your project and suggestions for improvement of your application will be provided by the Scoring Committee in a subsequent email.
If you have any questions, please contact me at 814-451-6813.

Sincerely,
Peter Burke
Housing Program Director
Erie County Department of Human Services

From:	Burke, Peter
To:	Diane Lazette
Cc:	Rich Turri; mmaldonado@communityshelter.org
Subject:	Accepted and Ranked
Date:	Friday, October 11, 2024 3:16:00 PM
Attachments:	CSS LTC Acceptance Letter.docx
	Priority Listing Final.pdf

Community Shelter Services,

Your HUD Renewal Project, Lighting the Candle was accepted in Tier 1 to submit to HUD for the 2023 Continuum of Care competition. Please find attached the acceptance letter as well as the attached Priority Listing with the Ranking and Scoring of your project which have additional details of how your project scored and was ranked.

Peter Burke

Erie County Office of MH/ID

154 W. 9th Street, 4th Floor

Erie, Pa 16501

Housing Program Director

Phone: 814-451-6813

COUNTY OF ERIE

MENTAL HEALTH/INTELLECTUAL DISABILITIES

Brenton Davis,
County Executive

John DiMattio,
Director

10/11/2024

Community Shelter Services
655 W. 15th Street
Erie, Pa 16502

Dear Ms. Lazette,

I am pleased to inform you that your 2024 Renewal Project application, Lighting the Candle 1 was accepted, scored and ranked by the Ranking and Scoring Committee for the FY 2024 Continuum of Care Priority Listing. The total funding requested for this project is $303,288. Funds for your renewal project were ranked in Tier 1. The Priority Listing and ranking of all projects is attached and can be found on the Home Team website at https://www.endhomelessnesseriecountypa.org/copy-of-previous-years-announcements . In addition, rational for the scoring/ranking of your project and suggestions for improvement of your application will be provided by the Scoring Committee in a subsequent email.

If you have any questions, please contact me at 814-451-6813.

Sincerely,
Peter Burke
Housing Program Director
Erie County Department of Human Services

Erie County HMIS and Erie County HMIS expansion is a grant with the lead applicant, Erie County and did not need to be notified of their projects being accepted.

2024 Erie City and County Continuum of Care (PA-605 CoC) Priority Listing - FINAL ALL PROJECTS WERE ACCEPTED FOR RANKING AND SCORING

Ranking		score	Project Type	Project Name	Status	Amount	Tier	Status
	**1	N/A	HMIS	HMIS	Accepted	$ 146,027.00	1	Renewal
	**2	N/A	SSO	Coordinated Entry	Accepted	$ 145,121.00	1	Renewal
	3	NA	HMIS Expansion	HMIS	Accepted	$ 50,000.00	1	New Expansion
	4	178	RRH	My Way Home (EUMA)	Accepted	$ 822,195.00	1	Renewal
	5	166.8	PSH	LTC (CSS)	Accepted	$ 303,288.00	1	Renewal
	6	145.7	PSH	Self-Start (ECCM)	Accepted	$ 947,213.00	1	Renewal
Same project as above but tier 2	6	145.7	PSH	Self-Start (ECCM)	Accepted	$ 384,871.00	2	Renewal
	7	145.7	PSH	Self-Start	Accepted	$ 470,180.00	2	New Expansion

FUNDS REQUESTED	Amount
Ranked Renewals	$ 2,748,715.00
New Expansion (CoC Bonus)	$ 520,180.00
Planning Grant (not ranked)	$ 216,742.00
TOTAL HUD REQUEST w/o Planning	**$ 3,268,895.00**
Total HUD Requested w/ Planning	**$ 3,485,637.00**
TIER	
Tier 1 - Adjusted ARD (90% this year)	$ 2,473,844.00
Tier 2 -Adjusted ARD (10% this year)	$ 795,051.50

PPRN		$ 4,334,830.00
Estimated ARD		$ 2,748,715.00
Tier 1 (90%)		$ 2,473,843.50
Tier 2 (10%)		$ 274,871.50
COC Bonus		$ 520,180.00
CoC Planning		$ 216,742.00

Projects Ranked but not Scored		
Project name	Project type	Amount
HMIS	HMIS	$ 146,027.00
Coordinated Entry	Coordinated Entry	$ 145,121.00
HMIS Expansion	HMIS Expansion	$ 50,000.00
Total		$ 341,148.00

From:	Duque, Yvett
To:	Alyssa Jaeger; Diane Gallagher; Elizabeth Slaby; Kane Patrone; Lisa Karle; Rita Scrimenti; Tom Skibicki; A Boaks; Amy Cichocki; Amy Clabbatz; Andrea Sliva; Andrew Adolphson; Andy Dimperio; Art Leopold; Bailey Williams; Barbara Lewis; Beverly Weaver; Brad Whitman; Braelene Miller; Burke, Peter; Carl Hull; Carla Storrs; Carson, Lauren; Chance Dunkle; Chandra Slocum; Charlotte Scalise; Chelsea Ellsworth; Chris Tombaugh; chrissy@cvcerie.org; Christine Rush; Christopher Reger; Cindy; Clara Holden; Clark Tyrone; Clifton McNair; Colleen Hammon; Collins-Mingoy, Megan; Craig Ulmer; Cris Taylor; Danielle Brooks; Danielle Szklenski; Darrell Smith; Dave Deter; Dave Wooledge; David Gonzalez; Dawn Edwards (SDHP); Deb Bartle; Debbie Dillon; Debbie Smith; Diana Ames; DiMattio, John; Donald Crenshaw; Duque, Yvett; Dusti Dennis; Emily Crofoot; Emily Fetch; Emily Goodwin; Eric McGrath; Erin Burkett; Gail and Chris Detar; George Fickenworth; Grace Kennedy; Helen Carter-Snell; Hilda Torres; holtac; Jacqueline Williams; Jay Bowes; Jennie Hagerty; Jennifer Malone; Jennifer Moody; Jessica Luisi; Joe Cancilla; Joe Schember; Johnson, Mary; Jonathan Kinnear; Judy Martin; Justin Corey; Karns, Shelby; Katherine Peppers; Kathy Marinock; Kathy Wyrosdick; Katie Wickert; Kristie Rhoades; Kurt Crays; Lindenberger, Jared; Lisa Boyd; Liz McCormick; Lori Palisin; Luz Merchant; Major Colin DeVault; Margaret Simms; Maria Michelle Rivero; Maribel Maldonado; Marissa Thomas; Marucci, Judge Erin; Mary Gollmer; Mary Louise Imbruglio; Matthew Good; Maureen Dunn; Michael Carothers; Michael Lindsay; Michael Wehrer; Michelle Fomich; Michelle Swarm; Mindy Davis; Nancy J. Brown; Nancy Keeling; Neal Brokman; Pat Herr; Pat Tracey; Patricia Lindeman; ppalotas@eriesd.org; Perry Wood; Przybylski, Jessica; Regina Perry; Robin B; Robyn Young; Rohan, Kelly; Sara Naughton; Schoolcraft, Leatrice; Shannon Getz; Shelby Folga; Sherrai Holland; Shirley Schell; Shona Eakin; slfrawley; Sue Bennett; Sue Kuligowski; Thomas, Corinne; Tim Hilton; Urban, Danielle; Virginia Richards; Weidner, Tracey; X-Wilson, A. Elizabeth; info@mlkcentererie.org; Grettler, Karen; btwcentererie@btwcenter.org; HispanicAmericanCouncil; info@uscri-erie.org
Subject:	Fw: 2024-25 Continuum of Care Application and Priority Listing of Ranked Projects
Date:	Monday, October 28, 2024 4:49:38 PM

From: Burke, Peter <pburke@eriecountypa.gov>
Sent: Monday, October 28, 2024 4:47 PM
To: Duque, Yvett <yduque@eriecountypa.gov>
Subject: 2024-25 Continuum of Care Application and Priority Listing of Ranked Projects

Home Team members,

The 2024-25 Continuum of Care Approved Consolidated Application and Priority Listing of Ranked projects is now posted on Home Team CoC website at https://www.endhomelessnesseriecountypa.org/ . Please review and send any feedback to Peter Burke, Erie County DHS Housing Program Director at pburke@eriecountypa.gov.

Peter Burke
Erie County Office of MH/ID
154 W. 9th Street, 4th Floor
Erie, Pa 16501
Housing Program Director
Phone: 814-451-6813

COUNTY OF ERIE

MENTAL HEALTH/INTELLECTUAL DISABILITIES

Brenton Davis,
County Executive

John DiMattio,
Director

MEMORANDUM OF UNDERSTANDING
AMONG
ERIE COUNTY DEPARTMENT OF HUMAN SERVICES,
ERIE COUNTY OFFICE OF DRUG AND ALCOHOL ABUSE
AND
EXPERT COMMUNITY CARE MANAGEMENT

THIS MEMORANDUM OF UNDERSTANDING ("MOU" or "Agreement") is entered into between the Erie County, Pennsylvania Department of Human Services ("County DHS"), which includes the Erie County Office of Drug and Alcohol Abuse ("County D&A"), and the Expert Community Care Management ("ECCM"), a named sub-recipient of Erie County for this project for the provision of substance use disorder treatment or recovery services for all participants of the ECCM Self Start Permanent Supportive Housing ("PSH") project and the New Expanded Self Start PSH project. Each signatory to this MOU may be referred to as a "Party" and collectively as "Parties".

WHEREAS, ECCM is a nonprofit corporation that provides entry into and through the County's Human Services community, providing treatment paths for clients in the areas of mental health, intellectual disabilities, early intervention, health choices, and subsidized housing projects, including but limited to the Self Start PSH project and the expanded Self Start PSH project;

WHEREAS, County DHS oversees the Continuums of Care ("CoC") grant to Erie County, Pennsylvania, using funds from the United States Department of Housing and Urban Development ("HUD"), pursuant to 24 CFR Part 578 (§§578.1-109), 12 USC §1701 et seq., 42 USC §11381 et seq., and 42 USC §3535(d). The CoC develops and uses a centralized entry and a coordinated entry process for the provision of services with the goal of increasing the efficiency of local crisis response systems and improving the fairness and ease of access to resources. Such a CoC coordinated entry process helps Erie County prioritize people who are in most need in assistance and provides information about service needs and gaps to help the County strategically allocate their current resources and identify the need for additional resources;

WHEREAS, ECCM is submitting a new expansion Self Start PSH project beginning April 1, 2025 through May 31, 2026;

WHEREAS, ECCM was awarded a Self Start PSH project beginning April 1, 2024 through May 31, 2025;

WHEREAS, the CoC and ECCM agree that there is a need to partner with the County D&A to provide substance abuse case management and referral services for participants in need of such services in the existing Self Start PSH project and the requested new expansion Self Start PSH project;

WHEREAS, the County D&A has contracts with the majority of providers of both inpatient and outpatient drug and alcohol service providers in the County and surrounding area and this MOU and the services provided pursuant to this MOU will expedite and help participants in the Self Start PSH project to obtain necessary behavioral health services to live healthy and productive lives;

NOW, THEREFORE, the County DHS, the County D&A, and ECCM, agree to enter into this MOU as follows:

I. **PROJECT BACKGROUND**

This MOU outlines the roles and expectations of the Parties in the Self Start PSH project and the requested new expansion Self Start PSH project. This document delineates the Parties' responsibilities and clarifies the Parties' expectations. Further, the MOU makes clear that the services provided here are for all participants in both the current Self Start PSH project and in the new expansion Self Start PSH project, regardless of insurance or lack of insurance to reimburse for the provision of substance use disorder treatment.

II. **PURPOSE**

The purpose of this MOU is to state the Parties' commitment to the adherence of relevant project standards, the Erie County CoC coordinated entry process, and other COC initiatives, for the ECCM Self Start PSH project and the Self Start PSH expanded project.

III. **ROLES, RESPONSIBILITIES, AND EXPECTATIONS OF ECCM**

Pursuant to this MOU, ECCM agrees to the following:

1. ECCM will identify Self Start PSH project and Self Start PSH new expansion project participants with substance use disorder needs.
2. ECCM will work with and encourage Self Start PSH project and Self Start PSH new expansion project participants with identified substance use disorder needs to seek treatment.
3. ECCM will refer the participants seeking substance use disorder treatment to Erie County D&A to schedule a substance use disorder assessment to identify the proper level of service or care to meet the participant's need.
4. ECCM will assist the participants in calling Erie County D&A for an appointment if necessary.

5. ECCM will provide transportation (e.g., direct transportation, buss pass, Uber ride) for the participant to the appointment at Erie County D&A and will work with Erie County D&A to provide necessary transportation to the referred treatment facility.
6. ECCM will have the participant sign a Release of Information ("ROI") so the ECCM and Erie County D&A can share information and work collaboratively on behalf of the participant.
7. ECCM will have follow-up communication with Erie County D&A regarding the outcome of the substance use disorder assessment.
8. ECCM will not discharge any participant of the Self Start project and the Self Start PSH expansion project for refusing to seek substance use disorder services, refusing to follow the Erie County D&A assessment level of treatment or care findings, refusing to attend a substance use disorder appointment, or any other disagreement regarding the participant's substance use disorder assessment and/or referral for treatment.
9. ECCM will adjust the tenant rent income calculation for a tenant participant's portion of the rent if the tenant loses income due to attending substance use disorder treatment.
10. ECCM agrees that project eligibility for project participants in the current and the new expansion Self Start PSH projects, and the services provided pursuant to this MOU are based on HUD's CoC Project fair housing requirements and will not be restricted by any Party.

IV. ROLES, RESPONSIBILITIES, AND EXPECTATIONS OF COUNTY D&A

Pursuant to this MOU, the County D&A agrees to the following:

1. Erie County D&A will provide substance use disorder assessments for all participants requesting such services in ECCM's Self Start PSH project and the Self Start PSH new expansion project.
2. Erie County D&A will schedule an assessment for a participant of the Self Start PSH project and the new Self Start PSH expansion project no later than within one week from the request, unless circumstances warrant the assessment to be scheduled for a later date.
3. Erie County D&A will provide, in addition to assessment services, case management services, referrals to, and reimbursement (where necessary) for substance use disorder treatment services for all participants whose assessments indicate the need for such services.
4. Erie County D&A will refer for services any ECCM's Self Start PSH project and new Self Start PSH expansion project participant in need of substance use treatment services, regardless of the type of insurance type (public or private) to the appropriate provider of such services.
5. Erie County D&A will refer participants of the Self Start PSH project and the Self Start PSH new expansion project to the appropriate level of care (outpatient, intensive outpatient, and inpatient) and a licensed provider of the participant's choice.
6. Erie County D&A will schedule an appointment with the preferred provider.
7. Erie County D&A will assist the participant with transportation (bus pass; Uber ride, pick up from provider) to the treatment services.
8. Erie County D&A will refer any ECCM Self Start PSH project and Self Start PSH expansion project participant in need of immediate inpatient detox and/or treatment services to one of two currently licensed facilities in Erie County (Gaudenzia Crossroads and Millcreek Hospital).

9. Erie County D&A will schedule a follow-up appointment for any participant referred for inpatient services before the date of discharge from the inpatient project.
10. Erie County D&A will assist any participant with the payment for treatment services if the participant is uninsured and/or assist the participant in applying for medical insurance benefits and coverage.
11. Erie County D&A agrees that substance use disorder treatment and recovery services are available for all participants in the ECCM Self Start PSH project and the Self Start PSH expansion project and that project eligibility for participants will be based on HUD's CoC Project fair housing requirements and will not be restricted by any Party.

V.   OBLIGATIONS OF ALL PARTIES

Collectively, the Parties agree to the following:

1. The value of substance use disorder treatment or recovery services being provided to participants of the expanded Self Start PSH project pursuant to this MOU is equal to or in excess of twenty-five percent (25%) of the funding being requested for the expanded project.
2. Maintain relevant data and provide access to the data for project evaluation purposes.
3. Use data to inform efforts for policy and system change to improve care and outcomes for vulnerable populations.
4. Strengthen communication and coordination between the housing and healthcare systems to support integrated planning and care provisions.
5. Ensure that associated eligibility for participants in the Self Start PSH project and the Self Start PSH expansion project will be based on HUD CoC Project fair housing requirements and will not be restricted by the County D&A or the substance use disorder treatment and recovery providers.

VI.   MISCELLANEOUS PROVISIONS

1. Term and Expiration. This MOU shall commence as of October 28, 2024, and expire as of May 31, 2027.
2. Non-discrimination. The Parties will comply with all Federal statutes relating to non-discrimination. These include but are not limited to (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination based on race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 USC §§1681-1683; 1685-1686) which prohibits discrimination based on sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 USC §794) which prohibits discrimination based on handicap; (d) the Age Discrimination Act of 1975 (42 USC §§6101-6107) which prohibits discrimination based on age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 93-255), as amended, relating to non-discrimination based on drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to non-discrimination based on alcohol abuse or alcoholism; (g) the Public Health Service Act of 1912, §§523 and 527 (42 USC §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 USC §3601 et seq.), as amended, relating to the non-discrimination in the

sale, rental, or financing of housing; (i) any other non-discrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other non-discrimination statute(s) which may apply to this MOU.

3. Amendments. This MOU may be modified or amended at any time by consent of all Parties, expressed in writing and signed by all Parties.

4. Applicable Law and Severability. This MOU shall be governed in all respects by the laws of the Commonwealth of Pennsylvania. If any provision of this MOU is held, deemed to be, or in fact is inoperative or unenforceable for any reason, such circumstance shall not have the effect of rendering any other provision or provisions contained herein invalid, inoperative, or unenforceable to any extent whatsoever. The invalidity of any one or more phases, sentences, clauses, or sections contained in this MOU shall not affect the remaining portions of this MOU or any part thereof. If this MOU is determined to be invalid by a court of competent jurisdiction, it shall be terminated immediately.

5. Staff. Each Party shall have responsibility for the supervision of its own employees, contractors, consultants, and volunteers.

6. Conflict of Interest. The Parties certify that there are no identified conflicts of interest regarding the responsibilities and services outlined in and provided by this MOU. Additionally, each Party certifies that it has a Board or government-approved Conflict of Interest Policy regarding appropriate actions of employees.

7. Notices. All notices given under this MOU shall be in writing and shall be effective upon receipt. Whenever possible, notices shall be transmitted via electronic mail to the following contact person for this MOU:

For: County DHS
Name: Peter Burke
Title: Housing Project Director
Email: pburke@eriecountypa.gov

For: COUNTY D&A
Name: Jeanette Redenius
Title: Director
Email: jredenius@eriecountypa.gov

For: ECCM
Name: Eric McGrath
Title: Chief Financial Officer
Email: emcgrath@eccm.org

8. Entire MOU; Modification. This MOU constitutes the entire MOU of the Parties with respect to the matter contained herein. No modification of, amendment or addendum to this MOU shall be effective unless such modification, amendment or addendum is in writing and signed by all of the Partners. Specific tasks performed by the Parties necessary to carry out their respective duties and obligations may be modified by addendum or amendment to this MOU and approved by the designated representatives of the Parties.

9. Assignment; Binding Effect. This MOU, or any portion thereof, shall not be assigned by any of the Partners without the prior written consent of the other Parties. This MOU shall inure to the benefit of and shall be binding upon the Parties and their respective successors and permitted assigns.

10. <u>No Personal Liability.</u> No member, official, director, employee or agent of the Parties shall be individually or personally liable with connection with this MOU.
11. <u>Counterparts</u>. This MOU may be executed in one or more counterparts, each of which shall be considered to be one and the same MOU, binding on all Parties hereto, notwithstanding that all Partners are not signatories to the same counterpart. Further, duplicated signatures, signatures transmitted via facsimile, or signatures contained in a Portable Document Format (PDF) document shall be deemed original for all purposes.

IN WITNESS WHEREOF, the undersigned have caused this MOU to be executed by their authorized representatives and upon my signature, I agree to and am bound by this MOU.

For Erie County Department of Human Services

By: _____

Name: John DiMattio

Title: Executive Director

Date: 10/28/2024

For Erie County Drug and Alcohol Abuse

By: _____

Name: Scott Coughenour

Title: Director

Date: 10/28/2024

For Expert County Care Management

By: _____

Name: Charles Barber

Title: Executive Director

Date: 10/28/2024

Before Starting the Project Listings for the CoC Priority Listing

The CoC Consolidated Application requires TWO submissions. Both this Project Priority Listing AND the CoC Application MUST be completed and submitted prior to the CoC Program Competition submission deadline stated in the NOFO.

The CoC Priority Listing includes:
- Reallocation forms – must be completed if the CoC is reallocating eligible renewal projects to create new projects or if a project applicant will transition from an existing component to an eligible new component.
- Project Listings:

- New;
- Renewal;
- UFA Costs;
- CoC Planning;
- YHDP Renewal; and
- YHDP Replacement and Reallocation.
- Attachment Requirement

- HUD-2991, Certification of Consistency with the Consolidated Plan – Collaborative Applicants must attach an accurately completed, signed, and dated HUD-2991.

Things to Remember:
- New and Renewal Project Listings – all CoC project applications must be reviewed, approved and ranked, or rejected based on the local CoC competition process.
- Project applications on the following Project Listings must be approved and are not ranked per the FY 2024 - FY 2025 CoC Program Competition NOFO:

- UFA Costs Project Listing;
- CoC planning Project Listing;
- YHDP Renewal Project Listing (All Rounds); and
- YHDP Replacement and Reallocation Project Listing.
- Collaborative Applicants are responsible for ensuring all project applications accurately appear on the Project Listings and there are no project applications missing from one or more Project Listings.
- For each project application rejected by the CoC the Collaborative Applicant must select the reason for the rejection from the dropdown provided.
- If the Collaborative Applicant needs to amend a project application for any reason, the Collaborative Applicant MUST ensure the amended project is returned to the applicable Project Listing AND ranked or approved BEFORE submitting the CoC Priority Listing to HUD in e-snaps.

Additional training resources are available online on HUD's website.
https://www.hud.gov/program_offices/comm_planning/coc/competition

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing the CoC Priority listing, please reference the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide on HUD's website.
 https://www.hud.gov/program_offices/comm_planning/coc/competition.

Collaborative Applicant Name: County of Erie

2. Reallocation

Instructions:

For guidance on completing the CoC Priority listing, please reference the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide on HUD's website.
https://www.hud.gov/program_offices/comm_planning/coc/competition

2-1 Is the CoC reallocating funds from one or more eligible renewal grant(s) that will expire in Calendar Year 2025 into one or more new projects?   No

Continuum of Care (CoC) New Project Listing

Instructions:

Prior to starting the New Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

  To upload all new project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of new projects submitted by project applicant(s) to your CoC in the e-snaps system. You may update each of the Project Listings simultaneously. To review a project on the New Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make the necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps. https://www.hud.gov/program_offices/comm_planning/coc/competition.

WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which informs HUD which projects your CoC is prioritizing.

EX1_Project_List_Status_field   List Updated Successfully

Project Name	Date Submitted	Comp Type	Applicant Name	Budget Amount	Grant Term	PH/Realloc	Rank	PSH/RRH	Expansion
Erie County HMIS ...	2024-10-18 12:54:...	HMIS	Erie City & Erie ...	$50,000	1 Year	CoC Bonus	E3		Yes
Self-Start PSH Ex...	2024-10-28 09:02:...	PH	Erie City & Erie ...	$470,180	1 Year	CoC Bonus	E7	PSH	Yes

Continuum of Care (CoC) Renewal Project Listing

Instructions:

Prior to starting the Renewal Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload all renewal project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of renewal projects submitted by project applicant(s) to your CoC in the e-snaps system. You may update each of the Project Listings simultaneously. To review a project on the Renewal Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.
https://www.hud.gov/program_offices/comm_planning/coc/competition.

The Collaborative Applicant certifies that there is a demonstrated need for all renewal permanent supportive housing and rapid re-housing projects listed on the Renewal Project Listing.	X
The Collaborative Applicant certifies all renewal permanent supportive housing and rapid rehousing projects listed on the Renewal Project Listing comply with program requirements and appropriate standards of quality and habitability.	X
The Collaborative Applicant does not have any renewal permanent supportive housing or rapid re-housing renewal projects.	

WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which informs HUD which projects your CoC is prioritizing.

EX1_Project_List_Status_field   List Updated Successfully

Project Name	Date Submitted	Grant Term	Applicant Name	Budget Amount	Rank	PSH/RRH	Comp Type	Consolidation Type	Expansion Type
Erie County HMIS	2024-10-18 12:55:...	1 Year	Erie City & Erie ...	$146,027	E1		HMIS		Expansion
Erie County Coord...	2024-10-11 11:19:...	1 Year	Erie City & Erie ...	$145,121	2		SSO		
Lighting the Cand...	2024-10-17 12:10:...	1 Year	Erie City & Erie ...	$303,288	5	PSH	PH		
My Way Home RRH	2024-10-18 13:43:...	1 Year	Erie City & Erie ...	$822,195	4	RRH	PH		
Self-Start PSH	2024-10-28 09:06:...	1 Year	Erie City & Erie ...	$1,332,084	E6	PSH	PH		Expansion

Continuum of Care (CoC) Planning Project Listing

Instructions:

Prior to starting the CoC Planning Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload the CoC planning project application submitted to this Project Listing, click the "Update List" button. This process may take a few minutes while the project is located in the e-snaps system. You may update each of the Project Listings simultaneously. To review the CoC Planning Project Listing, click on the magnifying glass next to view the project details. To view the actual project application, click on the orange folder. If you identify errors in the project application, you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

Only one CoC planning project application can be submitted and only by the Collaborative Applicant designated by the CoC which must match the Collaborative Applicant information on the CoC Applicant Profile.
https://www.hud.gov/program_offices/comm_planning/coc/competition.

WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which informs HUD which projects your CoC is accepting.

EX1_Project_List_Status_field   List Updated Successfully

Project Name	Date Submitted	Grant Term	Applicant Name	Budget Amount	Accepted?
PA 605 CoC Planning	2024-10-22 13:56:...	1 Year	Erie City & Erie ...	$216,742	Yes

Continuum of Care (CoC) YHDP Renewal Project Listing

Instructions:

 Prior to starting the YHDP Renewal Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

 To upload all YHDP Renewal project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of YHDP Renewal projects submitted by project applicant(s) to your CoC in the e-snaps system.

 You may update each of the Project simultaneously. To review a project on the YHDP Renewal Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked (if applicable) or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps. .

As stated in the FY 2024 - FY 2025 NOFO, YHDP Renewal and YHDP Replacement applications must not be ranked.
https://www.hud.gov/program_offices/comm_planning/coc/competition.

The Collaborative Applicant certifies that there is a demonstrated need for all renewal permanent supportive housing and rapid rehousing projects listed on the YHDP Renewal Project Listing.	
The Collaborative Applicant certifies all renewal permanent supportive housing and rapid rehousing projects listed on the YHDP Renewal Project Listing comply with program requirements and appropriate standards of quality and habitability.	
The Collaborative Applicant does not have any renewal permanent supportive housing or rapid rehousing YHDP renewal projects.	X

WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which informs HUD which projects your CoC is accepting.

Project Name	Date Submitted	Applicant Name	Budget Amount	Comp Type	Grant Term	Accepted?	PSH/RRH	Consolidation Type
This list contains no items								

Continuum of Care (CoC) YHDP Replacement and YHDP Reallocation Listing

Instructions:

  Prior to starting the YHDP Replacement and YHDP Reallocation Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

  To upload all YHDP Replacement project and YHDP Reallocation project applications, submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of YHDP renewal projects submitted by project applicant(s) to your CoC in the e-snaps system.

  You may update each of the projects simultaneously. To review a project on the YHDP Replacement and YHDP Reallocation Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked (if applicable) or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

  As stated in the FY 2024 - FY 2025 NOFO, YHDP Renewal, YHDP Reallocation and YHDP Replacement applications must not be ranked.
 https://www.hud.gov/program_offices/comm_planning/coc/competition.

WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which informs HUD which projects your CoC is accepting.

Project Name	Date Submitted	Applicant Name	Budget Amount	Comp Type	Grant Term	Funding Type	Accepted?
This list contains no items							

Funding Summary

Instructions

This page provides the total budget summaries for each of the project listings after you approved and ranked or rejected new and renewal project applications. You must review this page to ensure the totals for each of the categories is accurate.

The "Total CoC Request" indicates the total funding request amount your CoC will submit to HUD for funding consideration. As stated previously, only 1 UFA Cost project application (for UFA designated Collaborative Applicants only) and only 1 CoC Planning project application can be submitted and only the Collaborative Applicant designated by the CoC is eligible to request these funds.

Title	Total Amount
CoC Renewal Amount	$2,748,715
New CoC Bonus and CoC Reallocation Amount	$520,180
New DV Bonus Amount	$0
New DV Reallocation Amount	$0
CoC Planning Amount	$216,742
YHDP Renewal and Replacement Amount	$0
YHDP Reallocation Amount	
Rejected Amount	$0
TOTAL CoC REQUEST	$3,485,637

Attachments

Document Type	Required?	Document Description	Date Attached
Certification of Consistency with the Consolidated Plan (HUD-2991)	Yes	Certification of ...	10/21/2024
Other	No		
Other	No		
Project Rating and Ranking Tool (optional)	No		

Attachment Details

Document Description: Certification of Consistency with the
Consolidated Plan (HUD-2991)

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

WARNING: The FY 2024 - FY 2025 CoC Consolidated Application requires submissions of CoC Priority Listings AND the CoC Application.

As stated in the FY 2024 - FY 2025 CoC and YHDP Program NOFO, for FY 2024 funding, CoCs must submit the FY 2024 - 2025 CoC Application and the FY 2024 Priority Listing by the FY 2024 Application Submission Deadline.

Page	Last Updated
Before Starting	No Input Required
1A. Identification	10/10/2024
2. Reallocation	10/18/2024
5A. CoC New Project Listing	10/28/2024
5B. CoC Renewal Project Listing	10/28/2024
5D. CoC Planning Project Listing	10/22/2024
5E. YHDP Renewal Project Listing	No Input Required

5F. YHDP Replacement and YHDP Reallocation Project Listing	No Input Required
Funding Summary	No Input Required
Attachments	10/21/2024
Submission Summary	No Input Required

Certification of Consistency
with the Consolidated Plan

**U.S. Department of Housing
and Urban Development**

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

Applicant Name: Erie City and County CoC

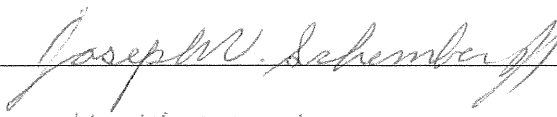Project Name: FY 2024 PA-605 CoC Application

Location of the Project: Erie City and Erie County, Pa. See list of projects from each jurisdiction

within the CoC's geographic area below

Name of the Federal
Program to which the
applicant is applying: 2024 HUD Continuum of Care Competition

Name of
Certifying Jurisdiction: City of Erie

Certifying Official
of the Jurisdiction
Name: Joe Schember

Title: Mayor

Signature: *Joseph W. Schember*

Date: 10-14-2024

2024 ERIE CITY AND COUNTY CONTINUUM OF CARE (PA-605) PROJECT APPLICATIONS

Project Type	Project Name	Location of Project
HMIS	Erie County HMIS	City and County of Erie, Pa
SSO	Erie County Coordinated Entry	City and County of Erie, Pa
RRH	My Way Home RRH	City and County of Erie, Pa
PSH	Lighting the Candle 1	City and County of Erie, Pa
PSH	Self-Start PSH	City and County of Erie, Pa
PSH	Self-Start PSH Expansion	City and County of Erie, Pa
Planning	PA-605 Planning	City and County of Erie, Pa

Certification of Consistencm
with the Consolidated Plan

**U.S. Department of Housing
and Urban Development**

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

Applicant Name: _____

Project Name: _____

Location of the Project: _____

_____

_____

Name of the Federal
Program to which the
applicant is applying: _____

Name of
Certifying Jurisdiction: _____

Certifying Official
of the Jurisdiction
Name: _____

Title: _____

Signature: _*Angela Sust*_____

Date: _____

form **HUD-2991** (3/98)

2024 ERIE CITY AND COUNTY CONTINUUM OF CARE (PA-605) PROJECT APPLICATIONS

Project Type	Project Name	Location of Project
HMIS	Erie County HMIS	City and County of Erie, Pa
SSO	Erie County Coordinated Entry	City and County of Erie, Pa
RRH	My Way Home RRH	City and County of Erie, Pa
PSH	Lighting the Candle 1	City and County of Erie, Pa
PSH	Self-Start PSH	City and County of Erie, Pa
PSH	Self-Start PSH Expansion	City and County of Erie, Pa
Planning	PA-605 Planning	City and County of Erie, Pa