

Before Starting the CoC Application

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

The Collaborative Applicant is responsible for:

- Reviewing the FY 2015 CoC Program Competition NOFA in its entirety for specific application and program requirements.
- Using the CoC Application Detailed Instructions for assistance with completing the application in e-snaps.
- Answering all questions in the CoC Application. It is the responsibility of the Collaborative Applicant to ensure that all imported and new responses in all parts of the application are fully reviewed and completed. When doing so, please keep in mind that:
 - This year, CoCs will see that a few responses have been imported from the FY 2013/FY 2014 CoC Application. Due to significant changes to the CoC Application questions, most of the responses from the FY 2013/FY 2014 CoC Application could not be imported.
 - For some questions, HUD has provided documents to assist Collaborative Applicants in filling out responses.
 - For other questions, the Collaborative Applicant must be aware of responses provided by project applicants in their Project Applications.
 - Some questions require that the Collaborative Applicant attach a document to receive credit. This will be identified in the question.
 - All questions marked with an asterisk (*) are mandatory and must be completed in order to submit the CoC Application.

For Detailed Instructions click [here](#).

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

1A-1. CoC Name and Number: IL-501 - Rockford/Winnebago, Boone Counties
CoC

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

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Bridge Alliance

1B. Continuum of Care (CoC) Engagement

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

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

Organization/Person Categories	Participates in CoC Meetings	Votes, including electing CoC Board	Sits on CoC Board
Local Government Staff/Officials	Yes	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	No
Law Enforcement	Yes	Yes	No
Local Jail(s)	No	No	No
Hospital(s)	Yes	No	No
EMT/Crisis Response Team(s)	Yes	Yes	No
Mental Health Service Organizations	Yes	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes	Yes
Affordable Housing Developer(s)	Yes	Yes	No
Public Housing Authorities	Yes	Yes	Yes
CoC Funded Youth Homeless Organizations	Yes	Yes	Yes
Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes
School Administrators/Homeless Liaisons	Yes	Yes	No
CoC Funded Victim Service Providers	Yes	Yes	Yes
Non-CoC Funded Victim Service Providers	Yes	Yes	Yes
Street Outreach Team(s)	Yes	Yes	Yes
Youth advocates	Yes	Yes	Yes
Agencies that serve survivors of human trafficking	Yes	Yes	Yes
Other homeless subpopulation advocates	Yes	Yes	Yes
Homeless or Formerly Homeless Persons	Yes	Yes	Yes
Veterans organizations	Yes	Yes	No

1B-1a. Describe in detail how the CoC solicits and considers the full range

**of opinions from individuals or organizations with knowledge of homelessness in the geographic area or an interest in preventing and ending homelessness in the geographic area. Please provide two examples of organizations or individuals from the list in 1B-1 to answer this question.
 (limit 1000 characters)**

The full continuum solicits membership via the newspaper, Facebook, television media, the CoC/Rock River Homeless Coalition website, and has extended personal invitations to local agencies, business owners, foundations, and supporters of homeless service providers as well as homeless and formerly homeless persons. The members elected to the CoC board represent all of the populations as outlined in the HEARTH regulations. Example 1: A CoC board member reached out to Prairie State Legal Services to engage in membership. Example 2: A formerly homeless veteran was recruited to join the CoC by a CoC member and is now a member of the board. In addition, individual CoC members attend a wide variety of community meetings with organizations who seek to end homelessness in the community.

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

Youth Service Provider (up to 10)	RHY Funded?	Participated as a Voting Member in at least two CoC Meetings within the last 12 months (between October 1, 2014 and November 15, 2015).	Sat on the CoC Board as active member or official at any point during the last 12 months (between October 1, 2014 and November 15, 2015).
Youth Services Network	No	Yes	Yes
MELD	No	Yes	Yes
Community Action Agency	No	Yes	Yes

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

Victim Service Provider for Survivors of Domestic Violence (up to 10)	Participated as a Voting Member in at least two CoC Meetings within the last 12 months (between October 1, 2014	Sat on CoC Board as active member or official at any point during the last 12 months (between October 1, 2014
FY2015 CoC Application	Page 4	08/14/2019

	and November 15, 2015).	and November 15, 2015).
Remedies Renewing Lives	Yes	Yes
Rockford Rescue Mission	Yes	Yes

1B-2. Does the CoC intend to meet the timelines for ending homelessness as defined in Opening Doors?

Opening Doors Goal	CoC has established timeline?
End Veteran Homelessness by 2015	Yes
End Chronic Homelessness by 2017	Yes
End Family and Youth Homelessness by 2020	Yes
Set a Path to End All Homelessness by 2020	Yes

1B-3. How does the CoC identify and assign the individuals, committees, or organizations responsible for overseeing implementation of specific strategies to prevent and end homelessness in order to meet the goals of Opening Doors? (limit 1000 characters)

For Veteran homelessness, the collaborative applicant (the City of Rockford) took the lead through the Mayor's Challenge to End Veteran Homelessness. They engaged the CoC as well as all Veteran service providers in the area. The collaboration worked from a by name list. They have submitted documentation to USICH to demonstrate that they have met the Mayor's Challenge goals and Community Solutions to demonstrate they have met the Zero 2016 goals. The process has begun to address the challenge of ending chronic homelessness. The Coordinated Intake and Assessment Committee is the lead for this process and has begun the by name list for this population. Through Coordinated Intake and Assessment (single point of entry) we have already permanently housed 50% of the chronically homeless as identified by Zero 2016. This same process will be utilized to address Family and Youth Homelessness as we move forward.

1B-4. Explain how the CoC is open to proposals from entities that have

not previously received funds in prior CoC Program competitions, even if the CoC is not applying for any new projects in 2015. (limit 1000 characters)

The opportunity for new funding was released in a press release, posted on the CoC Facebook page, the City of Rockford website and the CoC website. An e-mail from the collaborative applicant was also sent to homeless providers, both funded and non-funded. CoC members worked closely with a group working on a project to serve chronically homeless substance abusers with multiple medical needs in order to help them understand how HUD funding through the CoC was applied for so they could submit a competitive application.

1B-5. How often does the CoC invite new members to join the CoC through a publicly available invitation? Semi-Annually

1C. Continuum of Care (CoC) Coordination

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

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

Funding or Program Source	Coordinates with Planning, Operation and Funding of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Yes
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	No
HeadStart Program	Yes
Other housing and service programs funded through Federal, State and local government resources.	Yes

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

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

	Number	Percentage
Number of Con Plan jurisdictions with whom the CoC geography overlaps	1	
How many Con Plan jurisdictions did the CoC participate with in their Con Plan development process?	1	100.00 %
How many Con Plan jurisdictions did the CoC provide with Con Plan jurisdiction level PIT data?	1	100.00 %
How many of the Con Plan jurisdictions are also ESG recipients?	1	
How many ESG recipients did the CoC participate with to make ESG funding decisions?	1	100.00 %

How many ESG recipients did the CoC consult with in the development of ESG performance standards and evaluation process for ESG funded activities?	1	100.00 %
--	---	----------

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

The CoC as a whole was solicited for information on homeless needs and services. Individual members for the CoC were contacted by a consultant writing the Con Plan to provide specific data or information. Two members of the CoC also participate in the writing of the Con Plan as well as the annual action plan updates. Members of the CoC also participated in meetings unveiling the Con Plan. The extent of interaction between the CoC and the Con Plan jurisdiction is ongoing. The CoC plan for funding was presented to the Rockford City Council, Planning and Development Committee, to ensure we obtained the certificate of consistency with the Con Plan. Point in Time data is also provided to the writers of the Con Plan. (Copy and paste from Memorandum for Planning and Dev. Committee.)

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

Once the city receives the funds, the ESG application is developed in conjunction with the CoC and a request for proposals goes out to the public. Members of the CoC review the proposals and make recommendations for funding. The selected ESG recipients meet to discuss any adjustments that need to be made to budgets or projects to ensure that both the HUD ESG standards as well as the local CoC ESG standards are met. In 2011, when a substantial amendment was required as a result of changing the Emergency Shelter Grant to the Emergency Solutions Grant, the CoC designed and approved the local performance standards. The HMIS system generates the reports needed to evaluate ESG performance. The CoC reviews this information as part of the application process.

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

The primary victim service provider Remedies (CoC funded) as well as

Rockford Rescue Mission (non CoC funded) are both active members of the CoC as well as active members of the Coordinated Intake and Assessment Committee. As a result, survivors of domestic violence are given highest priority for an immediate and safe placement through the single point of entry. That placement is either with the Remedies shelter or in another safe location using FEMA Emergency Shelter Funds for hotel stays if needed. Survivors are linked to services through a victim service provider even if their temporary placement is not at a victim provider shelter. As a victim resolves some of the safety issues, such as through an order of protection, and she is ready to move on to permanent housing offerings through the CoC, her choices continue to expand while her security and safety are stabilized.

1C-4. List each of the Public Housing Agencies (PHAs) within the CoC's geographic area. If there are more than 5 PHAs within the CoC's geographic area, list the 5 largest PHAs. For each PHA, provide the percentage of new admissions that were homeless at the time of admission between October 1, 2014 and March 31, 2015, and indicate whether the PHA has a homeless admissions preference in its Public Housing and/or Housing Choice Voucher (HCV) program. (Full credit consideration may be given for the relevant excerpt from the PHA's administrative planning document(s) clearly showing the PHA's homeless preference, e.g. Administration Plan, Admissions and Continued Occupancy Policy (ACOP), Annual Plan, or 5-Year Plan, as appropriate).

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program from 10/1/14 to 3/31/15 who were homeless at entry	PHA has General or Limited Homeless Preference
Rockford Housing Authority	41.00%	Yes-Both
Winnebago/Boone County Housing Authority	2.00%	No

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

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

In addition to the above, the CoC has programs that are privately funded specifically for the homeless including programs at the Carpenter's Place, Rockford Rescue Mission and the Salvation Army. In addition the following are affordable housing units that also prioritize the homeless in their placement

system;
 The Grand, Faust, Wildberry, Mulford Park, Chattam Court, Longwood Plaza,
 Valley View, Skyrise, Shelter Care, Concord, Furman and Auburn Manor.

1C-6. Select the specific strategies implemented by the CoC to ensure that homelessness is not criminalized in the CoC's geographic area. Select all that apply. For "Other," you must provide a description (2000 character limit)

Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
Engaged/educated law enforcement:	<input checked="" type="checkbox"/>
Implemented communitywide plans:	<input type="checkbox"/>
No strategies have been implemented:	<input type="checkbox"/>
Refer specific concerns to Shriver Center on Poverty Law	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

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

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

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

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

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

**discharged into homelessness.
(limit 1000 characters)**

1E. Centralized or Coordinated Assessment (Coordinated Entry)

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDExchange Ask A Question.

CoCs are required by the CoC Program interim rule to establish a Centralized or Coordinated Assessment system – also referred to as Coordinated Entry. Based on the recent Coordinated Entry Policy Brief, HUD’s primary goals for coordinated entry processes are that assistance be allocated as effectively as possible and that it be easily accessible regardless of where or how people present for assistance. Most communities lack the resources needed to meet all of the needs of people experiencing homelessness. This combined with the lack of a well-developed coordinated entry processes can result in severe hardships for persons experiencing homelessness who often face long wait times to receive assistance or are screened out of needed assistance. Coordinated entry processes help communities prioritize assistance based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner. Coordinated entry processes also provide information about service needs and gaps to help communities plan their assistance and identify needed resources.

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

The Rock River Homeless Coalition implemented a Coordinated Intake system on January 2, 2015. This system is comprised of a Single Point of Entry (SPOE) location. The SPOE conducts initial screening and assessments which allow for service matching and referral to appropriate housing options. The SPOE is also responsible for maintaining a Centralized Waiting list. Staff from the SPOE engage in active outreach to emergency shelters and camps. Local homeless emergency and transitional housing providers refer all persons seeking shelter to the SPOE for assessment. In addition the SPOE has waterproof cards that are handed out to the homeless and placed at places the homeless congregate. The SPOE has a 24/7 hot-line to increase accessibility. Since implementing the system, over 200 individuals/families have been placed in permanent housing.

1E-2. CoC Program and ESG Program funded projects are required to participate in the coordinated entry process, but there are many other

organizations and individuals who may participate but are not required to do so. From the following list, for each type of organization or individual, select all of the applicable checkboxes that indicate how that organization or individual participates in the CoC's coordinated entry process. If the organization or person does not exist in the CoC's geographic area, select "Not Applicable." If there are other organizations or persons that participate not on this list, enter the information, click "Save" at the bottom of the screen, and then select the applicable checkboxes.

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

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

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

Instructions

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

1F-1. For all renewal project applications submitted in the FY 2015 CoC Program Competition complete the chart below regarding the CoC's review of the Annual Performance Report(s).

How many renewal project applications were submitted in the FY 2015 CoC Program Competition?	13
How many of the renewal project applications are first time renewals for which the first operating year has not expired yet?	1
How many renewal project application APRs were reviewed by the CoC as part of the local CoC competition project review, ranking, and selection process for the FY 2015 CoC Program Competition?	12
Percentage of APRs submitted by renewing projects within the CoC that were reviewed by the CoC in the 2015 CoC Competition?	100.00%

1F-2. In the sections below, check the appropriate box(s) for each section to indicate how project applications were reviewed and ranked for the FY 2015 CoC Program Competition. (Written documentation of the CoC's publicly announced Rating and Review procedure must be attached.)

Type of Project or Program (PH, TH, HMIS, SSO, RRH, etc.)	<input checked="" type="checkbox"/>
Performance outcomes from APR reports/HMIS	
Length of stay	<input checked="" type="checkbox"/>
% permanent housing exit destinations	<input checked="" type="checkbox"/>
% increases in income	<input checked="" type="checkbox"/>
	<input type="checkbox"/>

Monitoring criteria	
Participant Eligibility	<input checked="" type="checkbox"/>
Utilization rates	<input checked="" type="checkbox"/>
Drawdown rates	<input checked="" type="checkbox"/>
Frequency or Amount of Funds Recaptured by HUD	<input checked="" type="checkbox"/>
	<input type="checkbox"/>

Need for specialized population services	
Youth	<input checked="" type="checkbox"/>
Victims of Domestic Violence	<input checked="" type="checkbox"/>
Families with Children	<input checked="" type="checkbox"/>
Persons Experiencing Chronic Homelessness	<input checked="" type="checkbox"/>
Veterans	<input checked="" type="checkbox"/>
	<input type="checkbox"/>

None	<input type="checkbox"/>
------	--------------------------

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

We rank projects higher which prioritize veterans, chronic homelessness, families and children based on HUD priorities. Projects that provided permanent housing were ranked higher than projects that were not permanent. Projects were reviewed for how effectively they served the most vulnerable defined as zero income, high use and this was part of the scoring process.

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

Ranking information was posted on the CoC website. In addition the entire process was reviewed publicly by the City of Rockford and broadcast on local cable. All the information is available via the City website.

1F-4. On what date did the CoC and Collaborative Applicant publicly post all parts of the FY 2015 CoC Consolidated Application that included the final project application ranking? (Written documentation of the public posting, with the date of the posting clearly visible, must be attached. In addition, evidence of communicating decisions to the CoC's full membership must be attached.) 11/04/2015

1F-5. Did the CoC use the reallocation process in the FY 2015 CoC Program Competition to reduce or reject projects for the creation of new projects? (If the CoC utilized the reallocation process, evidence of the public posting of the reallocation process must be attached.) Yes

1F-5a. If the CoC rejected project application(s) on what date did the CoC and Collaborative Applicant notify those project applicants their project application was rejected in the local CoC competition process? (If project applications were rejected, a copy of the written notification to each project applicant must be attached.) 11/04/2015

1F-6. Is the Annual Renewal Demand (ARD) in the CoC's FY 2015 CoC Priority Listing equal to or less than the ARD on the final HUD-approved FY 2015 GIW? Yes

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

Instructions

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

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

The Executive Board meets with the grantee to review project performance annually. The grantee performs the monitoring of sub grantees and then reviews this performance with the CoC Board in order to plan and provide technical assistance as well as use the information in determining funding recommendations. The grantee performance process includes a full review of performance using the HUD monitoring guidelines in the HUD Monitoring Deskguide. All sub grantees receive a written summary of their review and corrective action is requested as needed. These letters are shared with the CoC Board.

1G-2. Did the Collaborative Applicant review and confirm that all project applicants attached accurately completed and current dated form HUD 50070 and form HUD-2880 to the Project Applicant Profile in e-snaps? Yes

1G-3. Did the Collaborative Applicant include accurately completed and appropriately signed form HUD-2991(s) for all project applications submitted on the CoC Priority Listing? Yes

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

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

2A-1a. Include the page number where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document referenced in 2A-1. In addition, in the textbox indicate if the page number applies to the CoC's attached governance charter or the attached MOU. Article 5 of Charter, page 8

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

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

2A-4. What is the name of the HMIS software Bowman Service Point

**used by the CoC (e.g., ABC Software)?
Applicant will enter the HMIS software name
(e.g., ABC Software).**

2A-5. What is the name of the HMIS software vendor (e.g., ABC Systems)? Iowa Institute for Community Alliances
**Applicant will enter the name of the vendor
(e.g., ABC Systems).**

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

Instructions

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

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

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

2B-2.1 Funding Type: Federal - HUD

Funding Source	Funding
CoC	\$33,764
ESG	\$56,115
CDBG	\$0
HOME	\$0
HOPWA	\$0
Federal - HUD - Total Amount	\$89,879

2B-2.2 Funding Type: Other Federal

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

2B-2.3 Funding Type: State and Local

Funding Source	Funding
----------------	---------

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

2B-2.4 Funding Type: Private

Funding Source	Funding
Individual	\$0
Organization	\$29,359
Private - Total Amount	\$29,359

2B-2.5 Funding Type: Other

Funding Source	Funding
Participation Fees	\$26,590
Other - Total Amount	\$26,590

2B-2.6 Total Budget for Operating Year	\$145,828
---	------------------

2C. Homeless Management Information System (HMIS) Bed Coverage

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

2C-1. Enter the date the CoC submitted the 2015 HIC data in HDX, (mm/dd/yyyy): 04/30/2015

2C-2. Per the 2015 Housing Inventory Count (HIC) indicate the number of beds in the 2015 HIC and in HMIS for each project type within the CoC. If a particular housing type does not exist in the CoC then enter "0" for all cells in that housing type.

Project Type	Total Beds in 2015 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter beds	239	40	57	28.64%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	155	0	155	100.00%
Rapid Re-Housing (RRH) beds	0	0	0	
Permanent Supportive Housing (PSH) beds	384	0	364	94.79%
Other Permanent Housing (OPH) beds	2	0	2	100.00%

2C-2a. If the bed coverage rate for any housing type is 85% or below, describe how the CoC plans to increase this percentage over the next 12 months. (limit 1000 characters)

Our primary emergency shelters are operated by a private faith based rescue mission. Historically they have not participated in HMIS. As of October, 2015 they have agreed to use HMIS for their shelters and we expect them to be operation in HMIS by 2016.

2C-3. HUD understands that certain projects are either not required to or discouraged from participating in HMIS, and CoCs cannot require this if they are not funded through the CoC or ESG programs. This does NOT include domestic violence providers that are prohibited from entering

client data in HMIS. If any of the project types listed in question 2C-2 above has a coverage rate of 85% or below, and some or all of these rates can be attributed to beds covered by one of the following programs types, please indicate that here by selecting all that apply from the list below. (limit 1000 characters)

VA Domiciliary (VA DOM):	<input type="checkbox"/>
VA Grant per diem (VA GPD):	<input type="checkbox"/>
Faith-Based projects/Rescue mission:	<input checked="" type="checkbox"/>
Youth focused projects:	<input type="checkbox"/>
HOPWA projects:	<input type="checkbox"/>
Not Applicable:	<input type="checkbox"/>

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

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

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

2D-1. Indicate the percentage of unduplicated client records with null or missing values and the percentage of "Client Doesn't Know" or "Client Refused" during the time period of October 1, 2013 through September 30, 2014.

Universal Data Element	Percentage Null or Missing	Percentage Client Doesn't Know or Refused
3.1 Name	0%	0%
3.2 Social Security Number	0%	0%
3.3 Date of birth	0%	0%
3.4 Race	0%	0%
3.5 Ethnicity	0%	0%
3.6 Gender	0%	0%
3.7 Veteran status	0%	0%
3.8 Disabling condition	0%	0%
3.9 Residence prior to project entry	0%	0%
3.10 Project Entry Date	0%	0%
3.11 Project Exit Date	0%	0%
3.12 Destination	0%	0%
3.15 Relationship to Head of Household	12%	0%
3.16 Client Location	2%	0%
3.17 Length of time on street, in an emergency shelter, or safe haven	0%	10%

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

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

	<input type="checkbox"/>
None	<input type="checkbox"/>

2D-3. If you submitted the 2015 AHAR, how many AHAR tables (i.e., ES-ind, ES-family, etc) were accepted and used in the last AHAR? 12

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

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

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

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

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

We do not have SSVF or RHY funded entities that serve our CoC geographic

area.

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

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDExchange Ask A Question.

The data collected during the PIT count is vital for both CoCs and HUD. Communities need accurate data to determine the size and scope of homelessness at the local level so they can best plan for services and programs that will appropriately address local needs and measure progress in addressing homelessness. HUD needs accurate data to understand the extent and nature of homelessness throughout the country, and to provide Congress and the Office of Management and Budget (OMB) with information regarding services provided, gaps in service, and performance. This information helps inform Congress' funding decisions, and it is vital that the data reported is accurate and of high quality.

- 2E-1. Did the CoC approve the final sheltered PIT count methodology for the 2015 sheltered PIT count?** Yes
- 2E-2. Indicate the date of the most recent sheltered PIT count (mm/dd/yyyy):** 01/26/2015
- 2E-2a. If the CoC conducted the sheltered PIT count outside of the last 10 days of January 2015, was an exception granted by HUD?** Not Applicable
- 2E-3. Enter the date the CoC submitted the sheltered PIT count data in HDX, (mm/dd/yyyy):** 04/30/2015

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

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

2F-1. Indicate the method(s) used to count sheltered homeless persons during the 2015 PIT count:

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

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

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

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

Our CoC used HUD's mobile application this year as much as possible to conduct the PIT count. However, the CoC also provided paper surveys to all shelter providers. Staff or volunteers from each agency completed surveys with each client either by using the mobile app or the paper survey. The CoC agreed that it would be most efficient for providers and homeless persons to

use the mobile version; however, due to some agencies lack of technology, we did agree to use the paper version when necessary.

2F-4. Describe any change in methodology from your sheltered PIT count in 2014 to 2015, including any change in sampling or extrapolation method, if applicable. Do not include information on changes to the implementation of your sheltered PIT count methodology (e.g., enhanced training and change in partners participating in the PIT count). (limit 1000 characters)

In 2014, our CoC used only paper surveys. In 2015 we used the mobile application when it was possible.

2F-5. Did your CoC change its provider coverage in the 2015 sheltered count? No

2F-5a. If "Yes" in 2F-5, then describe the change in provider coverage in the 2015 sheltered count. (limit 750 characters)

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

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

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

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

2G-2. Describe any change to the way your CoC implemented its sheltered PIT count from 2014 to 2015 that would change data quality, including changes to training volunteers and inclusion of any partner agencies in the sheltered PIT count planning and implementation, if applicable. Do not include information on changes to actual sheltered PIT count methodology (e.g., change in sampling or extrapolation method). (limit 1000 characters)

In 2014, written material was sent out to all agencies to give them instructions on the conducting of the count. In 2015, since the CoC wanted to move toward using the HUD mobile app, we did more of a train-the-trainer approach. Agency staff were trained at a full CoC meeting and also at a Homeless Providers Committee meeting with the expectation that they would train their staff and volunteers. Written instructions were also sent out to all agencies so they could share it with anyone that needed additional help.

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

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDExchange Ask A Question.

The unsheltered PIT count assists communities and HUD to understand the characteristics and number of people with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground. CoCs are required to conduct an unsheltered PIT count every 2 years (biennially) during the last 10 days in January; however, CoCs are strongly encouraged to conduct the unsheltered PIT count annually, at the same time that it does the annual sheltered PIT count. The last official PIT count required by HUD was in January 2015.

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

2H-2. Indicate the date of the most recent unsheltered PIT count (mm/dd/yyyy): 01/26/2015

2H-2a. If the CoC conducted the unsheltered PIT count outside of the last 10 days of January 2015, was an exception granted by HUD? Not Applicable

2H-3. Enter the date the CoC submitted the unsheltered PIT count data in HDX (mm/dd/yyyy): 04/30/2015

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

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

2I-1. Indicate the methods used to count unsheltered homeless persons during the 2015 PIT count:

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

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

Outreach teams comprised of agency volunteers and Park District Police conducted outreach of known homeless camp and/or congregation areas as well as random locations throughout the service area. We do not have the manpower to conduct a complete census but ensure that we go to areas that have the most homeless activity. We also inform the city police and fire departments of what we are doing, so that they can alert us if they find any homeless people on that night so that we may go to that locations and conduct surveys. The CoC selected this methodology because we have used it in the past and it seemed to be effective.

2I-3. Describe any change in methodology from your unsheltered PIT count in 2014 (or 2013 if an unsheltered count was not conducted in 2014)

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

The only change made between 2014 and 2015 was the use of the mobile application to collect and submit data.

2I-4. Does your CoC plan on conducting an unsheltered PIT count in 2016? Yes

(If "Yes" is selected, HUD expects the CoC to conduct an unsheltered PIT count in 2016. See the FY 2015 CoC Program NOFA, Section VII.A.4.d. for full information.)

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

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2J-1. Indicate the steps taken by the CoC to ensure the quality of the data collected for the 2015 unsheltered population PIT count:

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

2J-2. Describe any change to the way the CoC implemented the unsheltered PIT count from 2014 (or 2013 if an unsheltered count was not conducted in 2014) to 2015 that would affect data quality. This includes changes to training volunteers and inclusion of any partner agencies in the unsheltered PIT count planning and implementation, if applicable. Do not include information on changes to actual methodology (e.g., change in sampling or extrapolation method). (limit 1000 characters)

All volunteers in 2015 were trained using the HUD mobile application. Otherwise, little instruction was given to them because they had all participated in the count before. Each were given a specific part of town to cover and sent out. Agencies that see unsheltered people were given verbal instruction on how to use the mobile app as well as a written set of instructions. Many of them took part in a face to face training.

3A. Continuum of Care (CoC) System Performance

Instructions

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

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

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

Using the table below, indicate the number of persons who were homeless at a Point-in-Time (PIT) based on the 2014 and 2015 PIT counts as recorded in the Homelessness Data Exchange (HDX).

	2014 PIT (for unsheltered count, most recent year conducted)	2015 PIT	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	410	327	-83
Emergency Shelter Total	230	146	-84
Safe Haven Total	0	0	0
Transitional Housing Total	149	152	3
Total Sheltered Count	379	298	-81
Total Unsheltered Count	31	29	-2

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

Using HMIS data, CoCs must use the table below to indicate the number of homeless persons who were served in a sheltered environment between October 1, 2013 and September 30, 2014.

	Between October 1, 2013 and September 30, 2014
Universe: Unduplicated Total sheltered homeless persons	458
Emergency Shelter Total	184
Safe Haven Total	0
Transitional Housing Total	274

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

**Describe the CoC's efforts to reduce the number of individuals and families who become homeless for the first time. Specifically, describe what the CoC is doing to identify risk factors for becoming homeless for the first time.
(limit 1000 characters)**

The CoC's efforts have focused on identifying populations most likely to have high risk factors for becoming homeless for the first time and to develop strategies to address those populations. The populations identified include pregnant and parenting teens, runaway and locked out youth, youth aging out of foster care, survivors of domestic violence and the underemployed or those who have been laid off or terminated. Each of these populations has had a specific strategy developed to address their risk. In most cases this strategy includes using ESG or State homeless prevention funds to ensure stability in existing housing. In the case of youth a combination of rapid rehousing and Department of Children and Family Services funds are used to quickly move them from crisis to stable housing. The plan for survivors of domestic violence depends upon the safety plan developed and whether the abuser has been permanently removed from the home or if the family needs to be relocated.

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

**Describe the CoC's efforts to reduce the length of time individuals and families remain homeless. Specifically, describe how your CoC has reduced the average length of time homeless, including how the CoC identifies and houses individuals and families with the longest lengths of time homeless.
(limit 1000 characters)**

The primary method that has been effective in reducing the amount of time people spend homeless has been the single point of entry system combined with coordinated intake and assessment. Everyone who comes in to the single point of entry has a vulnerability assessment completed which includes information on length of time homeless as well as other risk factors. Those with the highest risk factors receive the highest score and are placed first into permanent housing. The single point of entry manages all placements into emergency, transitional and permanent housing and therefore is fully aware of all openings at all times. Since implementing this we have seen a significant reduction in amount of time homeless. This has been documented by Community Solutions who recently provided us with documentation that we have reduced length of time homeless for veterans to placement in permanent housing from 3.5 months to under 30 days.

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

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

3A-4a. Exits to Permanent Housing Destinations:

In the chart below, CoCs must indicate the number of persons in CoC funded supportive services only (SSO), transitional housing (TH), and rapid re-housing (RRH) project types who exited into permanent housing destinations between October 1, 2013 and September 30, 2014.

	Between October 1, 2013 and September 30, 2014
Universe: Persons in SSO, TH and PH-RRH who exited	71
Of the persons in the Universe above, how many of those exited to permanent destinations?	46
% Successful Exits	64.79%

3A-4b. Exit To or Retention Of Permanent Housing:

In the chart below, CoCs must indicate the number of persons who exited from any CoC funded permanent housing project, except rapid re-housing projects, to permanent housing destinations or retained their permanent housing between October 1, 2013 and September 31, 2014.

	Between October 1, 2013 and September 30, 2014
Universe: Persons in all PH projects except PH-RRH	246
Of the persons in the Universe above, indicate how many of those remained in applicable PH projects and how many of those exited to permanent destinations?	219
% Successful Retentions/Exits	89.02%

3A-5. Performance Measure: Returns to Homelessness:

Describe the CoC’s efforts to reduce the rate of individuals and families who return to homelessness. Specifically, describe at least three strategies your CoC has implemented to identify and minimize returns to homelessness, and demonstrate the use of HMIS or a comparable database to monitor and record returns to homelessness. (limit 1000 characters)

The Coordinated Intake and Assessment Committee meets bi weekly and addresses those in PH who are at risk of returning to homelessness. They provide solutions for each household using the same by name list strategy our community successfully used to address veteran homelessness. The single point of entry addresses those placed in private rental housing who are facing eviction. We utilize Community Services Block Grant and State homeless prevention funds to prevent or rapidly rehouse these households. The third strategy is coordinated case management. For those at risk due to specific behaviors the single point of entry identifies alternative placements that may be better for the household. The household is also provided counseling and case management services that addresses the identified risk factors. Our HMIS tracks return to homelessness as part of the CoC performance review process so that agencies can modify their policies that may be causing people to exit to

homelessness.

3A-6. Performance Measure: Job and Income Growth.

Describe specific strategies implemented by CoC Program-funded projects to increase the rate by which homeless individuals and families increase income from employment and non-employment sources (include at least one specific strategy for employment income and one for non-employment related income, and name the organization responsible for carrying out each strategy). (limit 1000 characters)

All of our funded agencies have specific strategies for increasing both employment and non employment related income. Carpenter's Place operates an employment program where case managers work one on one with clients to create resumes, improve interviewing skills, complete applications, and to have proper interview/work clothing. MELD provides vouchers to participants for training and education. Rosecrance Ware, whose projects only serve the seriously mentally has a benefits counselor who works with each participant to obtain mainstream benefits. Shelter Care Ministries has operated a job program in past years, it may be discontinued but they plan to continue to have their case managers continue the training to their housing tenants to ensure that they have proper resumes, knowledge of completing applications, and proper attire.

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

In 2015 the CoC partnered with the local Community Action Agency and the Workforce Investment Board to enroll homeless persons who were identified as difficult to employ in an employment and training program. This program paid participants 411 an hour during training. Participants received their Illinois lead abatement licenses, asbestos mitigation licenses, skid steer certification, OSHA ten certification and first aid certifications. They then spent four months practicing these skills in deconstructing an old factory. There was an outcome of 79% of participants entering employment after the training ended. The remaining 21% continue to receive regular support and assistance in finding work. This project was successful enough the the CoC will be partnering with the same agencies in 2016 to undertake additional similar projects.

3A-7. Performance Measure: Thoroughness of Outreach.

How does the CoC ensure that all people living unsheltered in the CoC's geographic area are known to and engaged by providers and outreach teams? (limit 1000 characters)

There are three agencies that conduct regular outreach in order to identify and engage the homeless. The PATH team, Crusader Clinic, and the Community Action Agency all have outreach staff that go to known homeless locations and work to engage the people. Also local police departments (city and park district) and fire department work very closely with the community action staff to notify them of any homeless that they come across.

3A-7a. Did the CoC exclude geographic areas from the 2015 unsheltered PIT count where the CoC determined that there were no unsheltered homeless people, including areas that are uninhabitable (e.g., deserts)? No

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

We did not specifically exclude any locations; however, most of our unsheltered PIT count was centered around the downtown, South and West sides of Rockford due to those areas being the most populated with homeless. In the more rural areas, we had agencies including the local municipalities and police notify us of any unsheltered individuals that they were aware of so that we could ensure that they were counted.

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

Objective 1: Ending Chronic Homelessness

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDExchange Ask A Question.

Opening Doors, Federal Strategic Plan to Prevent and End Homelessness (as amended in 2015) establishes the national goal of ending chronic homelessness. Although the original goal was to end chronic homelessness by the end of 2015, that goal timeline has been extended to 2017. HUD is hopeful that communities that are participating in the Zero: 2016 technical assistance initiative will continue to be able to reach the goal by the end of 2016. The questions in this section focus on the strategies and resources available within a community to help meet this goal.

3B-1.1. Compare the total number of chronically homeless persons, which includes persons in families, in the CoC as reported by the CoC for the 2015 PIT count compared to 2014 (or 2013 if an unsheltered count was not conducted in 2014).

	2014 (for unsheltered count, most recent year conducted)	2015	Difference
Universe: Total PIT Count of sheltered and unsheltered chronically homeless persons	51	27	-24
Sheltered Count of chronically homeless persons	43	18	-25
Unsheltered Count of chronically homeless persons	8	9	1

3B-1.1a. Using the "Differences" calculated in question 3B-1.1 above, explain the reason(s) for any increase, decrease, or no change in the overall TOTAL number of chronically homeless persons in the CoC, as well as the change in the unsheltered count, as reported in the PIT count in 2015 compared to 2014. To possibly receive full credit, both the overall total and unsheltered changes must be addressed. (limit 1000 characters)

The overall decrease in chronically homeless can be attributed to the use of ESG-Rapid Rehousing funds to rehouse some people who otherwise never qualified for assistance. Also on January 2, 2015, we began the coordinated intake system which prioritized homeless based on their vulnerabilities. Many of the people who were chronically homeless were also most vulnerable and move to the top of our waiting list and were able to get into permanent housing within the first month of the program. The unsheltered number increased by one because we continued to improve on our canvassing methods and found increased persons.

3B-1.2. From the FY 2013/FY 2014 CoC Application: Describe the CoC's two year plan (2014-2015) to increase the number of permanent supportive housing beds available for chronically homeless persons and to meet the proposed numeric goals as indicated in the table above. Response should address the specific strategies and actions the CoC will take to achieve the goal of ending chronic homelessness by the end of 2015. (read only)

In 2014, all projects are designating beds in their programs for the chronically homeless. Historically only one project has been designated for the chronically homeless. With each project committing beds for the chronically homeless, combined with a housing first model and a new assessment approach that identifies those who need housing first services (zero/low income and chronically homeless) we will be addressing chronic homelessness in a significantly larger way in 2014. In addition, in 2014, we have reallocated a supportive services only grant to create eight beds for the chronically homeless. We have also reallocated Shelter Plus Care funds that were being under utilized to create six additional beds with three being for the chronically homeless. In 2015 we will have committed almost 100% of our annual turnover to chronically homeless beds. In addition, we will again reallocate a supportive services only grant to create ten chronically homeless beds.

3B-1.2a. Of the strategies listed in the FY 2013/FY 2014 CoC Application represented in 3B-1.2, which of these strategies and actions were accomplished? (limit 1000 characters)

All permanent housing projects designated beds for the chronically homeless. Our CoC formally adopted a housing first model and all agencies are transitioning to this model. We implemented Coordinated Intake and Assessment where the chronically homeless are scored higher and placed faster. We did reallocate a SSO to create chronic beds. In 2015 we did reallocate an SSO again to create more chronically homeless beds.

3B-1.3. Compare the total number of PSH beds (CoC Program and non-CoC Program funded) that were identified as dedicated for use by chronically homeless persons on the 2015 Housing Inventory Count, as compared to those identified on the 2014 Housing Inventory Count.

	2014	2015	Difference
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homelessness persons identified on the HIC.	94	74	-20

3B-1.3a. Explain the reason(s) for any increase, decrease or no change in the total number of PSH beds (CoC Program and non CoC Program funded) that were identified as dedicated for use by chronically homeless persons on the 2015 Housing Inventory Count compared to those identified on the 2014 Housing Inventory Count. (limit 1000 characters)

In reviewing this information we identified 2 HIC errors and the end of a PSH project for the chronically homeless that account for the loss of chronically homeless beds. In 2014 we entered SCM PH for families as having 20 CH beds, they had none. We identified Zion Grand as having no chronic beds in 2015 when it was actually 20. The Zion PHP project ended in 2014 so we lost 15 chronic beds. The actual numbers demonstrate a gain of 12 chronically homeless beds. The fact that we added beds even though we lost a 15 bed chronically homeless project speaks to the efforts the CoC has made in dedicating beds to the chronically homeless.

3B-1.4. Did the CoC adopt the orders of priority in all CoC Program-funded PSH as described in Notice CPD-14-012: Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status ?

Yes

3B-1.4a. If “Yes”, attach the CoC’s written standards that were updated to incorporate the order of priority in Notice CPD-14-012 and indicate the page(s) that contain the CoC’s update.

Attached

3B-1.5. CoC Program funded Permanent Supportive Housing Project Beds prioritized for serving people experiencing chronic homelessness in FY2015 operating year.

Percentage of CoC Program funded PSH beds prioritized for chronic homelessness	FY2015 Project Application
Based on all of the renewal project applications for PSH, enter the estimated number of CoC-funded PSH beds in projects being renewed in the FY 2015 CoC Program Competition that are not designated as dedicated beds for persons experiencing chronic homelessness.	145

Based on all of the renewal project applications for PSH, enter the estimated number of CoC-funded PSH beds in projects being renewed in the FY 2015 CoC Program Competition that are not designated as dedicated beds for persons experiencing chronic homelessness that will be made available through turnover in the FY 2015 operating year.

20

Based on all of the renewal project applications for PSH, enter the estimated number of PSH beds made available through turnover that will be prioritized beds for persons experiencing chronic homelessness in the FY 2015 operating year.

20

This field estimates the percentage of turnover beds that will be prioritized beds for persons experiencing chronic homelessness in the FY 2015 operating year.

100.00%

3B-1.6. Is the CoC on track to meet the goal of ending chronic homelessness by 2017? Yes

This question will not be scored.

3B-1.6a. If “Yes,” what are the strategies implemented by the CoC to maximize current resources to meet this goal? If “No,” what resources or technical assistance will be implemented by the CoC to reach the goal of ending chronically homeless by 2017? (limit 1000 characters)

Our CoC in conjunction with the Single Point of Entry (SPOE) and Coordinated Intake committee have implemented a by-name list so that we can easily identify who is chronically homeless and work to permanently house them as quickly as possible. The Coordinated Intake Committee has begun conducting coordinated case planning with the housing providers to look for available housing options for those chronically homeless individuals or families.

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

Objective 2: Ending Homelessness Among Households with Children and Ending Youth Homelessness

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDExchange Ask A Question.

Opening Doors outlines the goal of ending family (Households with Children) and youth homelessness by 2020. The following questions focus on the various strategies that will aid communities in meeting this goal.

3B-2.1. What factors will the CoC use to prioritize households with children during the FY2015 Operating year? (Check all that apply).

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

3B-2.2. Describe the CoC's plan to rapidly rehouse every family that becomes homeless within 30 days of becoming homeless on the street or entering shelter.

(limit 1000 characters)

Since the inception of the Single Point of Entry (SPOE), families are generally referred for rapid rehousing services either at MELD or Community Action through the ESG program. Others are referred to other rental assistance programs, if they qualify. As soon as the family enters into the SPOE, the process of getting them permanent housing is started so that they can get out of the shelter or off the streets as soon as possible.

3B-2.3. Compare the number of RRH units available to serve families from the 2014 and 2015 HIC.

	2014	2015	Difference
RRH units available to serve families in the HIC:	0	0	0

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

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

3B-2.5. Compare the total number of homeless households with children in the CoC as reported by the CoC for the 2015 PIT count compared to 2014 (or 2013 if an unsheltered count was not conducted in 2014).

PIT Count of Homelessness Among Households With Children

	2014 (for unsheltered count, most recent year conducted)	2015	Difference
Universe: Total PIT Count of sheltered and unsheltered homeless households with children:	38	47	9

Sheltered Count of homeless households with children:	36	47	11
Unsheltered Count of homeless households with children:	2	0	-2

3B-2.5a. Explain the reason(s) for any increase, decrease or no change in the total number of homeless households with children in the CoC as reported in the 2015 PIT count compared to the 2014 PIT count. (limit 1000 characters)

The number of families with children in ES stayed exactly the same from 2014-2015; however, the number reported in TH went from 14 in 2014 to 25 in 2015. We attribute this change to the increased number of agencies providing information for the PIT count. The number of unsheltered families decreased because our CoC made unsheltered families a priority population and with the inception of the SPOE, any unsheltered families would have been re-housed.

3B-2.6. Does the CoC have strategies to address the unique needs of unaccompanied homeless youth (under age 18, and ages 18-24), including the following:

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

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

Diversion from institutions and decriminalization of youth actions that stem from being trafficked:	<input checked="" type="checkbox"/>
Increase housing and service options for youth fleeing or attempting to flee trafficking:	<input checked="" type="checkbox"/>
Specific sampling methodology for enumerating and characterizing local youth trafficking:	<input type="checkbox"/>
Cross systems strategies to quickly identify and prevent occurrences of youth trafficking:	<input type="checkbox"/>
Community awareness training concerning youth trafficking:	<input checked="" type="checkbox"/>
Rockford Area Against Sexual Exploitation organized in 2015 and addresses youth trafficking	<input checked="" type="checkbox"/>

N/A:	<input type="checkbox"/>
------	--------------------------

3B-2.7. What factors will the CoC use to prioritize unaccompanied youth (under age 18, and ages 18-24) for housing and services during the FY2015 operating year? (Check all that apply)

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

3B-2.8. Using HMIS, compare all unaccompanied youth (under age 18, and ages 18-24) served in any HMIS contributing program who were in an unsheltered situation prior to entry in FY 2013 (October 1, 2012 - September 30, 2013) and FY 2014 (October 1, 2013 - September 30, 2014).

	FY 2013 (October 1, 2012 - September 30, 2013)	FY 2014 (October 1, 2013 - September 30, 2014)	Difference
Total number of unaccompanied youth served in HMIS contributing programs who were in an unsheltered situation prior to entry:	0	0	0

3B-2.8a. If the number of unaccompanied youth and children, and youth-headed households with children served in any HMIS contributing program who were in an unsheltered situation prior to entry in FY 2014 is lower than FY 2013, explain why. (limit 1000 characters)

3B-2.9. Compare funding for youth homelessness in the CoC's geographic area in CY 2015 to projected funding for CY 2016.

	Calendar Year 2015	Calendar Year 2016	Difference
--	--------------------	--------------------	------------

Overall funding for youth homelessness dedicated projects (CoC Program and non-CoC Program funded):	\$462,730.00	\$508,185.00	\$45,455.00
CoC Program funding for youth homelessness dedicated projects:	\$239,430.00	\$239,430.00	\$0.00
Non-CoC funding for youth homelessness dedicated projects (e.g. RHY or other Federal, State and Local funding):	\$223,300.00	\$268,755.00	\$45,455.00

3B-2.10. To what extent have youth housing and service providers and/or State or Local educational representatives, and CoC representatives participated in each other's meetings over the past 12 months?

Cross-Participation in Meetings	# Times
CoC meetings or planning events attended by LEA or SEA representatives:	12
LEA or SEA meetings or planning events (e.g. those about child welfare, juvenile justice or out of school time) attended by CoC representatives:	12
CoC meetings or planning events attended by youth housing and service providers (e.g. RHY providers):	12

3B-2.10a. Given the responses in 3B-2.10, describe in detail how the CoC collaborates with the McKinney-Vento local education liaisons and State educational coordinators. (limit 1000 characters)

School liaisons are part of CoC and they participate in the homeless providers committee. Some of the CoC agencies also have partnerships in the schools and have staff inside the schools on a regular basis.

3B-2.11. How does the CoC make sure that homeless participants are informed of their eligibility for and receive access to educational services? Include the policies and procedures that homeless service providers (CoC and ESG Programs) are required to follow. In addition, include how the CoC, together with its youth and educational partners (e.g. RHY, schools, juvenile justice and children welfare agencies), identifies participants who are eligible for CoC or ESG programs. (limit 2000 characters)

The CoC requires each agency to have a written policy on their education services and the collaborative applicant monitors them. The Youth agencies and the educational providers work very closely together and are on several committees together. By working so closely together, the school providers are kept updated on all CoC/ESG activities that are available. The school liaisons have historically referred homeless families to a variety of social services providers who they think can best assist them and now they are referring those families to the single point on entry.

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

Objective 3: Ending Veterans Homelessness

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

Opening Doors outlines the goal of ending Veteran homelessness by the end of 2015. The following questions focus on the various strategies that will aid communities in meeting this goal.

3B-3.1. Compare the total number of homeless Veterans in the CoC as reported by the CoC for the 2015 PIT count compared to 2014 (or 2013 if an unsheltered count was not conducted in 2014).

	2014 (for unsheltered count, most recent year conducted)	2015	Difference
Universe: Total PIT count of sheltered and unsheltered homeless veterans:	16	21	5
Sheltered count of homeless veterans:	16	20	4
Unsheltered count of homeless veterans:	0	1	1

3B-3.1a. Explain the reason(s) for any increase, decrease or no change in the total number of homeless veterans in the CoC as reported in the 2015 PIT count compared to the 2014 PIT count. (limit 1000 characters)

In 2015 we began to collaborate with the local Veteran Grant Per Diem TH program. We did get better reporting this year and an increase in our TH numbers due to this new relationship.

3B-3.2. How is the CoC ensuring that Veterans that are eligible for VA services are identified, assessed and referred to appropriate resources, i.e. HUD-VASH and SSVF? (limit 1000 characters)

All newly identified homeless should come through the Single Point of Entry (SPOE). At that time, upon identification of veteran status, the veteran would be referred out appropriately to HUD-VASH. If the veteran does not come through the SPOE, other CoC agencies also screen for veteran status and also make referrals. We do not have SSVF in our area.

3B-3.3. For Veterans who are not eligible for homeless assistance through the U.S Department of Veterans Affairs Programs, how is the CoC prioritizing CoC Program-funded resources to serve this population? (limit 1000 characters)

Veterans are given priority by our CoC regardless of their eligibility for VA services. If a homeless veteran does not qualify for VASH, they will be referred for other housing programs. We have several programs in our community that house veterans who are not eligible for VA. Veterans are given a high priority for Rapid Rehousing and homeless prevention services. Also our local Veterans Assistance Center provides a subsidy for veteran housing and often will accept those vets who do not qualify and we have one other permanent supportive housing program for veteran families. Our two local PHA's give preference points for veterans.

3B-3.4. Compare the total number of homeless Veterans in the CoC AND the total number of unsheltered homeless Veterans in the CoC, as reported by the CoC for the 2015 PIT Count compared to the 2010 PIT Count (or 2009 if an unsheltered count was not conducted in 2010).

	2010 (or 2009 if an unsheltered count was not conducted in 2010)	2015	% Difference
Total PIT count of sheltered and unsheltered homeless veterans:	34	20	-41.18%
Unsheltered count of homeless veterans:	8	1	-87.50%

3B-3.5. Indicate from the dropdown whether you are on target to end Veteran homelessness by the end of 2015. Yes

This question will not be scored.

3B-3.5a. If “Yes,” what are the strategies being used to maximize your current resources to meet this goal? If “No,” what resources or technical assistance would help you reach the goal of ending Veteran homelessness by the end of 2015?

(limit 1000 characters)

We are participating in both the Mayor's Challenge and Zero:2016. We have a veterans committee that has implemented the use of a by-name list and coordinated case management to work the list to ensure that quick placement of homeless veterans. Our community feels that it has accomplished the Mayor's Challenge and has submitted the paperwork to USICH to declare that status. We are also in the process of seeing if we have hit "functional zero" as defined by Community Solutions and are waiting on that declaration also.

4A. Accessing Mainstream Benefits

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

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

4A-2. Based on the CoC's FY 2015 new and renewal project applications, what percentage of projects have demonstrated that the project is assisting project participants to obtain mainstream benefits, which includes all of the following within each project: transportation assistance, use of a single application, annual follow-ups with participants, and SOAR-trained staff technical assistance to obtain SSI/SSDI?

FY 2015 Assistance with Mainstream Benefits

Total number of project applications in the FY 2015 competition (new and renewal):	17
Total number of renewal and new project applications that demonstrate assistance to project participants to obtain mainstream benefits (i.e. In a Renewal Project Application, "Yes" is selected for Questions 3a, 3b, 3c, 4, and 4a on Screen 4A. In a New Project Application, "Yes" is selected for Questions 5a, 5b, 5c, 6, and 6a on Screen 4A).	13
Percentage of renewal and new project applications in the FY 2015 competition that have demonstrated assistance to project participants to obtain mainstream benefits:	76%

4A-3. List the healthcare organizations you are collaborating with to facilitate health insurance enrollment (e.g. Medicaid, Affordable Care Act options) for program participants. For each healthcare partner, detail the specific outcomes resulting from the partnership in the establishment of benefits for program participants. (limit 1000 characters)

Winnebago County Health Department- They do not track this information
 Rosecrance Ware Benefits Specialist meets with 100% of persons in the five projects that serve the seriously mentally ill.

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

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

4B. Additional Policies

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

4B-1. Based on the CoC's FY 2015 new and renewal project applications, what percentage of Permanent Housing (PSH and RRH), Transitional Housing (TH) and SSO (non-Coordinated Entry) projects in the CoC are low barrier? Meaning that they do not screen out potential participants based on those clients possessing a) too little or little income, b) active or history of substance use, c) criminal record, with exceptions for state-mandated restrictions, and d) history of domestic violence.

FY 2015 Low Barrier Designation

Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO project applications in the FY 2015 competition (new and renewal):	13
Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications that selected "low barrier" in the FY 2015 competition:	11
Percentage of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications in the FY 2015 competition that will be designated as "low barrier":	85%

4B-2. What percentage of CoC Program-funded Permanent Supportive Housing (PSH), RRH, SSO (non-Coordinated Entry) and Transitional Housing (TH) FY 2015 Projects have adopted a Housing First approach, meaning that the project quickly houses clients without preconditions or service participation requirements?

FY 2015 Projects Housing First Designation

Total number of PSH, RRH, non-Coordinated Entry SSO, and TH project applications in the FY 2015 competition (new and renewal):	13
Total number of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications that selected Housing First in the FY 2015 competition:	11
Percentage of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications in the FY 2015 competition that will be designated as Housing First:	85%

4B-3. What has the CoC done to ensure awareness of and access to housing and supportive services within the CoC's geographic area to persons that could benefit from CoC-funded programs but are not

currently participating in a CoC funded program? In particular, how does the CoC reach out to for persons that are least likely to request housing or services in the absence of special outreach?

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

4B-4. Compare the number of RRH units available to serve any population from the 2014 and 2015 HIC.

	2014	2015	Difference
RRH units available to serve any population in the HIC:	0	0	0

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

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

4B-7. Is the CoC requesting to designate one or more of its SSO or TH projects to serve families? No

**with children
 and youth defined as homeless under other
 Federal statutes?**

4B-7a. If "Yes" in Question 4B-7, describe how the use of grant funds to serve such persons is of equal or greater priority than serving persons defined as homeless in accordance with 24 CFR 578.89. Description must include whether or not this is listed as a priority in the Consolidated Plan(s) and its CoC strategic plan goals. CoCs must attach the list of projects that would be serving this population (up to 10 percent of CoC total award) and the applicable portions of the Consolidated Plan. (limit 2500 characters)

4B-8. Has the project been affected by a major disaster, as declared by President Obama under Title IV of the Robert T. Stafford Act in the 12 months prior to the opening of the FY 2015 CoC Program Competition? No

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

4B-9. Did the CoC or any of its CoC program recipients/subrecipients request technical assistance from HUD in the past two years (since the submission of the FY 2012 application)? This response does not affect the scoring of this application. No

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

This response does not affect the scoring of this application.

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

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

4B-9b. If TA was received, indicate the type(s) of TA received, using the categories listed in 4B-9a, the month and year it was received and then indicate the value of the TA to the CoC/recipient/subrecipient involved given the local conditions at the time, with 5 being the highest value and a 1 indicating no value.

This response does not affect the scoring of this application.

Type of Technical Assistance Received	Date Received	Rate the Value of the Technical Assistance

4C. Attachments

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Application Detailed Instructions, the CoC Application Instructional Guides and the FY 2015 CoC Program NOFA. Please submit technical questions to the HUDEXchange Ask A Question.

For required attachments related to rejected projects, if the CoC did not reject any projects then attach a document that says "Does Not Apply".

Document Type	Required?	Document Description	Date Attached
01. 2015 CoC Consolidated Application: Evidence of the CoC's Communication to Rejected Projects	Yes	IL 501 Rejected p...	11/20/2015
02. 2015 CoC Consolidated Application: Public Posting Evidence	Yes	IL 501 CoC Notice	11/20/2015
03. CoC Rating and Review Procedure	Yes	Il 501 Review Ran...	11/20/2015
04. CoC's Rating and Review Procedure: Public Posting Evidence	Yes	IL 501 Rating Rev...	11/20/2015
05. CoCs Process for Reallocating	Yes	IL 501 Reallocati...	11/20/2015
06. CoC's Governance Charter	Yes	By-laws IL 501	11/20/2015
07. HMIS Policy and Procedures Manual	Yes	HMIS Policies IL 501	11/20/2015
08. Applicable Sections of Con Plan to Serving Persons Defined as Homeless Under Other Fed Statutes	No		
09. PHA Administration Plan (Applicable Section(s) Only)	Yes	PHA ACOP	11/20/2015
10. CoC-HMIS MOU (if referenced in the CoC's Governance Charter)	No	HMIS MOU	11/20/2015
11. CoC Written Standards for Order of Priority	No		
12. Project List to Serve Persons Defined as Homeless under Other Federal Statutes	No		
13. Other	No	Selection Notice	11/20/2015
14. Other	No	Coordination Agre...	11/20/2015
15. Other	No	Input into Con Plan	11/20/2015

Attachment Details

Document Description: IL 501 Rejected project notice

Attachment Details

Document Description: IL 501 CoC Notice

Attachment Details

Document Description: IL 501 Review Ranking Protocol

Attachment Details

Document Description: IL 501 Rating Review Notice

Attachment Details

Document Description: IL 501 Reallocation Process

Attachment Details

Document Description: By-laws IL 501

Attachment Details

Document Description: HMIS Policies IL 501

Attachment Details

Document Description:

Attachment Details

Document Description: PHA ACOP

Attachment Details

Document Description: HMIS MOU

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: Selection Notice

Attachment Details

Document Description: Coordination Agreements

Attachment Details

Document Description: Input into Con Plan

Submission Summary

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

Page	Last Updated	
1A. Identification	11/16/2015	
1B. CoC Engagement	11/18/2015	
1C. Coordination	11/18/2015	
FY2015 CoC Application	Page 64	08/14/2019

1D. CoC Discharge Planning	11/17/2015
1E. Coordinated Assessment	11/17/2015
1F. Project Review	11/19/2015
1G. Addressing Project Capacity	11/17/2015
2A. HMIS Implementation	11/18/2015
2B. HMIS Funding Sources	11/19/2015
2C. HMIS Beds	11/18/2015
2D. HMIS Data Quality	11/20/2015
2E. Sheltered PIT	11/18/2015
2F. Sheltered Data - Methods	11/20/2015
2G. Sheltered Data - Quality	11/19/2015
2H. Unsheltered PIT	11/19/2015
2I. Unsheltered Data - Methods	11/20/2015
2J. Unsheltered Data - Quality	11/18/2015
3A. System Performance	11/20/2015
3B. Objective 1	11/19/2015
3B. Objective 2	11/20/2015
3B. Objective 3	11/19/2015
4A. Benefits	11/19/2015
4B. Additional Policies	11/19/2015
4C. Attachments	11/20/2015
Submission Summary	No Input Required

Jennifer Jaeger

From: Lodge, Joan <JLodge@rosecrance.org>
Sent: Wednesday, November 04, 2015 11:26 AM
To: Ron Clewer
Cc: Jennifer Jaeger
Subject: CoC NOFA competition for FY 15

Sensitivity: Personal

Flag Status: Completed

Good Morning Ron,
Part of the requirement of our CoC is to notify other project applicants of the status of their application. Please see attached.
Thank you



Joan Lodge, LCSW
Director Community Based Services
Rosecrance Ware Center
2704 North Main Street
Rockford, IL 61103
direct line: 815-720-5029 cell #815-262-4527
jlodge@rosecrance.org

PRIVILEGED AND CONFIDENTIAL INFORMATION This transmittal and any attachments may contain PRIVILEGED AND CONFIDENTIAL information and is intended only for the use of the addressee. If you are not the designated recipient, or an employee or agent authorized to deliver such transmittals to the designated recipient, you are hereby notified that any dissemination, copying or publication of this transmittal is strictly prohibited. If you have received this transmittal in error, please notify us immediately by replying to the sender, and delete this copy from your system. You may also call us at (815-391-1000) for assistance.



November 4, 2015

Good Morning Mr. Clewer,

This notice is to inform you that the project submitted by Rockford First Housing was selected for inclusion in the FY 15 CoC NOFA (Notice of Funds Available) Competition. The Rock River Homeless Coalition would like to thank you for applying. Your project was not selected because Rockford First Housing informed the CoC via e-mail on October 9, 2015 that Rockford First Housing was withdrawing their application. On behalf of the Rock River Homeless Coalition we welcome your continued success and participation in our quest to end homelessness.

Respectfully Submitted,

Joan Lodge
Rock River Homeless Coalition-Secretary



Office of Mayor Lawrence J. Morrissey
LEADING BOLDLY, WORKING TOGETHER

PRESS RELEASE

FOR IMMEDIATE RELEASE:

Shelton Kay
Chair
Rock River Homeless Coalition
Phone and email
September 22, 2015

CONTACT INFORMATION:

Jennifer Jaeger
Community Services Director
City of Rockford Human Services Dept.
779-348-7578
Jennifer.jaeger@rockfordil.gov

Continuum of Care Funds Available for Homeless Housing

Rockford - The Rock River Homeless Coalition in partnership with the City of Rockford Community Action Agency announces that they will be accepting applications for funds received through the U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) grant program.. Applications are being accepted for projects that address homelessness in Winnebago and Boone Counties.

Funding can only be used for permanent supportive housing or rapid re-housing projects as defined by the application criteria. Eligible applicants include, local governments, other government agencies (such as public housing agencies), private nonprofit organizations, faith-based agencies that have IRS 501(c)3 non-profit status, however, funds cannot be used to fund any program that requires religious attendance or adherence as part of the program. Projects may not be located in poverty dense neighborhoods. All grant awards are contingent on HUD's final approval.

Applications are available by email at mary.runestad@rockfordil.gov and must be submitted to Community Action, 555 N. Court St., Suite 301 no later than 5:00pm, Wednesday, October 7, 2015 as per application guidelines.

The CoC program is designed to promote a community-wide commitment to provide funding for coordinated efforts to quickly re-house the homeless, to promote access to and effective utilization of mainstream programs by the homeless, and to optimize self-sufficiency among those experiencing homelessness.

###

Page Messages Notifications Insights Publishing Tools Settings Help

Yolanda Freeman
September 12 at 8:11am '15
This is the organization. I will get the numbers
Like Comment

Patty Allen Holtke
January 11 at 1:43pm '15
Great Letter to the Editor by Shelton Kay in today's RR Star. His I... See More
Unlike Comment 1

Jennifer Jg
December 21, 2014 at 9:01pm '14
Look for the Christmas Day article in the Rockford Register Star about Rapid Rehousing.
Unlike Comment 1

LIKED BY THIS PAGE

U.S. Department of Health an...

Housing Action Illinois

Responsible Budget Coalition

English (US) Privacy Terms Cookies Advertising Ad Choices More
Facebook © 2015

Write a comment

Rock River Homeless Coalition
September 23 '15

Please see below information. New funding opportunity is available for new permanent housing projects. This is very time sensitive.



Comments of Rock River Homeless Coalition, in partnership with the City of Rockford Community Action Agency, in accepting applications for funds from the U.S. Department of Housing and Urban Development (HUD) Community of Rapid Rehousing grant program for projects that address homelessness in Washington and Home Counties.

Funding can only be used for permanent supportive housing or rapid rehousing projects as defined by the application criteria. Eligible applicants include local governments, other government agencies (such as public housing agencies), private nonprofit organizations, faith-based agencies that have IRS 501(c)(3) non-profit status, however, funds cannot be used to fund any program that requires religious observance or adherence as part of the program. Projects may not be located in poverty dense neighborhoods. All grant awards are contingent on HUD's final approval.

Applications are available by email at rrhc@communityactionrockford.com and must be submitted to Community Action, 555 N. Court St., Suite 303 no later than October, Wednesday, October 7, 2015 as per application guidelines.

The CoA program is designed to promote a community-wide commitment to provide funding for coordinated efforts to quickly rehouse the homeless, to promote access to and effective utilization of transitional programs by the homeless, and to optimize self-sufficiency among those experiencing homeless onset.

21 people reached

Boost Post

Like Comment Share

Write a comment

Rock River Homeless Coalition
September 19 at 10:11am '15

What we have all been waiting for!

Promote

THIS WEEK

27 Post Reach

9 Post Engagement

0 Website Clicks

Recent

2015

2014

Continuum of Care Policy on Ranking and Rating Protocol
Winnebago/Boone Counties

1. **PURPOSE:** The Rock River Homeless Coalition (RRHC) NOFA protocols for the Continuum of Care (CoC) establishes a transparent framework for the decision-making process in guiding the annual CoC NOFA scoring, ranking, and approval process. In order to best serve our community members through the provision of the most effective projects and ensuring that we capture the maximum funds available, projects which most closely align with the HUD and CoC priorities will be eligible for funding.

A preliminary review of each application submitted will be completed by the Ranking and Scoring Committee. The Committee will be made up of non-funded CoC and funded CoC members who are familiar with CoC projects and process. The committee will convene for the purpose of ranking all new project proposals and renewal.

2. **EVALUATION PROCESS FOR (SCORING AND RANKING OVERVIEW):**
Performance measures and relative scoring will be developed annually based on HUD priorities and local objectives. This process must be approved by the RRHC Board of Directors and General Membership

- A. **New Projects:** On behalf of the CoC, the RRHC will issue a Request for Proposals (RFP) for new projects within two days after the NOFA is released by HUD. Each agency that is considering applying for a new project will be required to submit an application to the RRHC Executive Committee Secretary. The NOFA ad-hoc committee will determine the deadline for application timeframe presented in the NOFA application.

The Ranking and Scoring Committee will then review the applications for adherence to HUD and local criteria:

- Confirm that application was submitted on time
- Confirm that all required attachments were submitted
- Review performance measures/scores
- Confirm that matching and/or leveraging fund requirements are met
- Current participation in HMIS or agreement to participate**
- Project eligibility to meet basic HUD criteria (serve eligible population, meet cash match requirements, etc.)
- Project eligibility to meet local priorities and criteria
- Demonstrate that the agency is able to meet project quality criteria within the timeframe specified by HUD

B. Renewal Projects: All projects requesting renewal funding will be evaluated to determine their effectiveness in achieving the goals of the project and in addressing local and federal priorities:

- RRHC meeting participation
- Must be involved with the CoC's Coordinated Assessment system
- Demonstrate a plan in the renewal application for reaching the homeless population the applicant serves
- Project overview
- Grant amount, uses and changes over the past year
- HUD priorities
- Target population, outreach, engagement and geographic coverage
- Efforts to access other available resources
- Use of HMIS**
- Community involvement
- Service coordination
- Project budget
- Leverage including match

The Ranking and Scoring Committee will develop a monitoring tool which will be used to score renewal projects on effectiveness and compliance on an annual basis.

C. Ranking Protocol: A project ranking list will be generated from highest and lowest scores, in alignment with HUD and local CoC priorities.

Projects will be recommended based upon the applicant's scores that fall within the final pro rata share for the CoC split between Tier 1 and Tier 2 according to HUD's NOFA. Projects scoring highest will be ranked and placed into Tier 1 until all Tier 1 funds are allocated.

The remaining projects selected for funding will be ranked and placed into Tier 2 until all Tier 2 funding is allocated. Any projects that fall outside the pro rata share will be encouraged to submit in the next competition.

**Domestic Violence (DV) applicants are exempt from entering identifiable information in HMIS; however they are required to provide aggregate data to the CoC.

10/2/2015

Rock River Homeless Coalition (Boone/Winnebago CoC)

New or Reallocated Project: 2015 Ranking Form

Project Name:

Organization Name:

Scoring Criteria- For new or reallocated projects	Source	Possible Points	Project Points
CoC/Rock River Homeless Coalition Involvement: 0-10 points are awarded based on attendance at full CoC meetings. 10points for 85-100% attendance, 8 points for 70-84%%, 6 points for 60-74%, 4 points for 50-64%, 2 points for less than 50%. 0 Points for non-member/no participation. Applies to 7/1/2014-6/30/2015.	CoC	10	
CoC/Rock River Homeless Coalition Committee Involvement: 0-10 points are awarded based on participating in RRHC committees. 5 points for agency representative serving on 2 or more committees,3 points for serving on 1 committee, 0 points for serving on no committee. Applies to 7/1/2014-6/30/2015.	CoC	5	
Hard to Serve Clients – Most Barriers			
Planned number of entries as literally homeless 75-100% 5 points, 50-74% 3 points, less than 50% 1 point	APR	5	
Planned number of entries with no income 75-100% 5 points, 50-74% 3 points, less than 50% 1 point	APR	5	
Planned number of entries that are Chronically Homeless 75-100% 10 points, 50-75% 5 points, less than 50% no points	APR	10	
Is the project using a Housing First model?	Application	10	
Does the project offer fair housing/have a civil rights policy? (Ie. Does not discriminate based on gender, family composition, sexual orientation, etc.)	Application/Statement	10	
Local Targeting for 2015 projects. Based on HUD priorities:			
Permanent Housing for only chronically homeless individuals and families	NOFA/Application	5	
Rapid-Rehousing for individuals, families, or youth	NOFA/Application	5	
Housing dedicated to youth (under 25 years)	NOFA/APR	5	
Housing for veterans or program with veteran preference	NOFA/Application	5	

Total Points: 75 Max

Project's Total Points: _____

Ranking Committee Member

Signature

Rock River Homeless Coalition (Boone/Winnebago CoC)

Renewal Project: 2015 Ranking Form

Project Name:

Organization Name:

Scoring Criteria- Based on FY2013 Funded Projects For Performance and 2015 Project Renewal Form	Source	Possible Points	Project Points
HMIS Required Data Fields or DV aggregate data Quality is 95% or better 5 points, 90% to 94% 4 points, 85% to 89% 3 points, 80% to 84% 2 points, 75% to 79% 1 point and 74% and below 0 points **	HMIS	5	
Monitoring Findings/Concerns from Any agency: 5 Points awarded for no findings or concerns, 0-2 points are awarded based on the severity and subsequent remediation. Observation 3 points, Concern 1 point, Finding 0 points	CA	5	
Re-Captured Funds: 5 points are awarded if no funds are recaptured; 4 points are awarded if recaptured funds are less than 0.5% of the total budget, 3 points if recaptured funds are less than 1%, 2 points if funds are less than 2%.	CA	5	
CoC/Rock River Homeless Coalition Involvement: 0-10 points are awarded based on attendance at full CoC meetings. 10points for 85-100% attendance, 8 points for 70-84%%, 6 points for 60-74%, 4 points for 50-64%, 2 points for less than 50%. 0 Points for non-member/no participation. Applies to 7/1/2014-6/30/2015.	CoC	10	
CoC/Rock River Homeless Coalition Committee Involvement: 0-10 points are awarded based on participating in RRHC committees. 5 points for agency representative serving on 2 or more committees,3 points for serving on 1 committee, 0 points for serving on no committee. Applies to 7/1/2014-6/30/2015.	CoC	5	
Hard to Serve Clients – Most Barriers			
Entries as literally homeless 75-100% 5 points, 50-74% 3 points, less than 50% 1 point	APR	5	
Entries with no income 75-100% 5 points, 50-74% 3 points, less than 50% 1 point	APR	5	
Entries that are Chronically Homeless 75-100% 10 points, 50-75% 5 points, less than 50% no points	APR	10	
Is the project using a Housing First model?		10	
Does the project offer fair housing/have a civil rights policy? (ie. Does not discriminate based on gender, family composition, sexual orientation, etc.)		10	
Income Outcomes: (for all projects) 0-5 points are awarded based on the percentage of participants in CoC funded	APR Summary	5	

projects that have increased their income from any source at program exit as compared to the <u>CoC's goal benchmark of 24%</u> . 5 points= 24% or higher, 4 points= 20%-23%, 3 points=16-19% 2points=10 -15%			
Increased resources: (for all projects) Points are awarded for clients who increased their resources through employment or benefits while enrolled in the project as compared to the <u>CoC's goal benchmark of 54%</u> . 5 points= 54% or higher, 4 points= 50-53%, 3 points =46-49%, 2 points=42-45%	APR Summary	5	
Did Project meet projected goals for FY2014?	CA/APR	5	
Reasonable costs per household for project type.	CA/APR Summary	5	
Permanent Supportive Housing Only: 0-5 points are awarded based on the percentage of participants remaining in CoC funded permanent housing projects for at least six months and or exited to other permanent housing as compared to <u>CoC's goal benchmark of 85%</u> . 5 points for 85% or higher, 4 points for 75% -84%, 3 points for 65%-74%- 2 points for 55-64%, 1 point for less than 55%	APR Summary	5	
Transitional Housing Only: 0-5 points are awarded based on the percentage of participants in CoC funded transitional housing that move into permanent housing to the compared to the 85% CoC goal Benchmark. 85% or higher 5 points, 75% to 84% 4 points, 65% to 74% 3 points, 55% to 64% 2 points, 1 point for less than 55%	APR Summary	5	
Rapid Rehousing Only: % of clients housed in 30 days, % of clients housed at 6 months, % of clients remaining housed at 12 months. <u>5 Points for 75% or higher</u> , 4 points for 71% to 74% 4 points, 67% to 70%, 3 points 63% to 66% 2 points, 1 point for less than 63%	APR	5	
Local Targeting for 2015 projects. Based on HUD priorities:			
Permanent Housing for only chronically homeless individuals and families	NOFA/APR	5	
Rapid-Rehousing for individuals, families, or youth, or fleeing DV or human trafficking	NOFA/APR	5	
Housing dedicated to youth (under 25 years)	NOFA/APR	5	
Housing for veterans or program with veteran preference	NOFA/APR	5	

****Domestic Violence (DV) applicants are exempt from entering identifiable information in HMIS; however they are required to provide aggregate data to the CoC.**

Total Points: 125 Max

Project's Total Points: _____

Ranking Committee Member

Signature



Coalition Community

Create Call to Action

Share

Promote

Timeline About Photos Likes More

99 likes + 9 jobs week

27 post reach

Reach a new milestone

100 Likes

Boost Page

ABOUT

The Rock River Homeless Coalition (formerly the Mayor's Task Force on Homelessness) is a group working toward ending homelessness in Winnebago & Boone Co.

http://www.hope4thenc... Promote Website

PHOTOS



Status Photo / Video Offer, Event



Write something



Rock River Homeless Coalition

2015 Continuum of Care Program Competition Project Priority Listing has been announced locally. Recipients are as follows:

Rank	Agency	Project	Amount	Points
1	Shelter Plus Care 2014	Admission Clinic	100,000	2
2	Shelter Plus Care 2014	Emergency Shelter	100,000	2
3	Shelter Plus Care 2014	Emergency Shelter	100,000	2
4	RCM PHL 2	Shelter Care Initiative	100,000	2
5	CC Home 2	Continuity of Care	100,000	2
6	CC Home 2	Continuity of Care	100,000	2
7	RCM PHL 2	Shelter Care Initiative	100,000	2
8	RCM PHL 2	Shelter Care Initiative	100,000	2
9	RCM PHL 2	Shelter Care Initiative	100,000	2
10	RCM PHL 2	Shelter Care Initiative	100,000	2
11	Shelter Plus Care 2014	Emergency Shelter	100,000	2
12	Shelter Plus Care 2014	Emergency Shelter	100,000	2
13	RCM PHL 2	Shelter Care Initiative	100,000	2
14	RCM PHL 2	Shelter Care Initiative	100,000	2
15	RCM PHL 2	Shelter Care Initiative	100,000	2
16	RCM PHL 2	Shelter Care Initiative	100,000	2
17	Shelter Plus Care 2014	Emergency Shelter	100,000	2

Boost Post

Like Comment Share



Write a comment



Rock River Homeless Coalition x Rockford Housing Authority

BYLAWS
Rockford/Winnebago/Boone
Rock River Homeless Coalition

Contents

Article 1: Name, Mission, and Purpose
Article 2: Structure and Rock River Homeless Coalition
Article 3: Rock River Homeless Coalition Board and Executive Committee
Article 4: Rock River Homeless Coalition Committees
Article 5: HIMS
Article 6: Amendments

Article 1: Name, Mission and Purpose

1.01 Name

The name of this organization shall be the Rock River Homeless Coalition (hereinafter referred to as “RRHC”).

1.02 Mission

The mission of the Rock River Homeless Coalition is to develop, sustain and coordinate a comprehensive Continuum of Care for the homeless citizens of Winnebago/Boone Counties in order to move the homeless population toward self-sufficiency and ultimately to eliminate homelessness.

1.03 Purpose

The purpose and scope of this organization is to break the cycle of homelessness in Winnebago/Boone Counties by assisting homeless individuals and families move into permanent housing and become self-sufficient.

The Rock River Homeless Coalition coordinates a broad array of services that includes, but is not limited to:

- | | |
|------------------------------|------------------------|
| ● Needs Identification | ● Transitional Housing |
| ● Prevention of Homelessness | ● Support Services |
| ● Emergency Shelter/Services | ● Permanent Housing |
| ● Day Services | ● Outreach |
| ● Point in Time Count | ● Gaps Analysis |

Article 2: Structure and Continuum of Care

2.01 Structure

The Rock River Homeless Coalition shall be organized into three levels, from largest to smallest: Full RRHC, RRHC Board and RRHC Executive Committee. The RRHC shall have standing committees and ad hoc committees, from time to time, led by a committee chair. The RRHC shall be led by the Chair of the Rock River Homeless Coalition.

2.02 Rock River Homeless Coalition Members

Participation is open to anyone who wishes to work to accomplish the mission. Members and individuals on the RRHC represent and may include human services agencies, businesses, faith organizations, homeless persons and public agency representatives. Members are encouraged to take an active role in the Rock River Homeless Coalition and specifically committees.

2.03 Dues

Any corporation, organization or individual who is interested in membership and meets the requirements defined in Article 2.02 shall pay membership dues by January 31st of each calendar year. Scholarships will be made available for corporations, organizations, or individuals who lack the financial resources to pay the dues with scholarship awards being determined by the Rock River Homeless Coalition Board/Executive Committee. Failure to pay annual dues will result in suspension. RRHC Board and Treasurer will act as the fiscal officer for the dues. Membership dues shall be set by December 1 each year for the following year.

2.04 Resignation of Members

Any member may resign from the Rock River Homeless Coalition by delivering a written resignation to the Chair or Vice-Chair of the Continuum.

2.05 Meetings

A) The Rock River Homeless Coalition Board and Executive Committee meetings will be held the third Thursday of every month. As a courtesy, a written notice of each meeting shall be sent to each member prior to each meeting, and the agenda for the meeting shall constitute sufficient notice of upcoming meetings. The Chair, upon written notice to all members with at least five days notice, may call a special meeting of the membership. Mail/Email service shall be used for notification of a special meeting.

B) The full RRHC will meet at least four times per year.

C) Meetings of the RRHC shall be governed by these by-laws and where not in conflict with the same, the RRHC shall be bound by the provision of Robert's Rules of Order, newly revised (2000).

D) A quorum shall exist if two-thirds or more of the voting member organizations are present at the time of the meeting. It is the responsibility of the participant to attend meetings; however a quorum shall be assumed to be present provided no member objects. A present member may request a quorum call at which time the presiding officer must determine if quorum is present.

E) All meetings of the RRHC are subject to the Open Meetings Act and all provisions thereof.

2.06 Rights of Members

A.) Voting Member: Each corporation, organization or individual of the Rock River Homeless Coalition who has paid their annual dues shall be entitled to one vote on each matter submitted to a vote at the meeting of the members. Only one member per organization may vote.

B.) Non-Voting Members: Anyone who does not qualify as a Voting Member will be considered a Non-Voting member. While Non-Voting Members cannot vote on continuum business, they may participate in the discussion of matters brought before the RRHC and may serve on and/or chair committees.

C) All voting members must follow the Conflict of Interest Policy.

2.07 Code of Conduct

Members must act professionally with integrity, honesty, truthfulness and adherence to the absolute obligation to safeguard the public trust, and demonstrate concern for the interests and well-being of individuals affected by their actions.

2.08 Conflict of Interest/Policy Statement

It is the Rock River Homeless Coalition's policy that the continuum members must be free from conflicts of interest that could adversely influence their judgment, objectivity or loyalty to the continuum of care in conducting and addressing the needs of the homeless. The RRHC recognizes that members may take part in legitimate financial, business, charitable and other activities outside membership, but any potential conflict of interest raised by those activities must be disclosed promptly to the RRHC Chair. Those members with fiscal conflicts of interest shall recuse themselves from related votes; however, they may participate in the discussion of matters brought before the RRHC.

2.09 Grievance Procedure

The Rock River Homeless Coalition shall put in place a written grievance procedure policy. The policy shall include both an informal grievance procedure and a formal grievance procedure. All grievances shall be confidential and any meetings convened to discuss grievance complaints shall be closed.

Article 3: Rock River Homeless Coalition Board and Executive Committee

3.01 Membership

The RRHC Chair, RRHC Continuum Board and Executive Committee will be nominated and elected by the full Rock River Homeless Coalition.

The RRHC Board shall include:

- 1) At least one homeless or formerly homeless individual
- 2) Represent the relevant organizations and projects serving homeless subpopulations, such as persons with substance use disorders; persons with HIV/AIDS; veterans; the chronically homeless; families with children; unaccompanied youth; persons with mental illness; and victims of domestic violence, dating violence, sexual assault, and stalking.

One board member may represent the interests of more than one homeless subpopulation, and the board must represent all subpopulations within the Rock River Homeless Coalition to the extent that someone is available and willing to represent that subpopulation on the board.

3.02 Terms

The terms of the Rock River Homeless Coalition Board member will be two years with ½ of the board elected each year. The Chair of the Continuum will serve a term of five (5) years.

3.03 Responsibilities/Duties

Rock River Homeless Coalition Board member responsibilities include, but are not limited to, attendance to at least four RRHC Board meetings per calendar year and participation in a minimum of one RRHC committee. Member responsibilities include, but are not limited to:

Executive Committee

- Leadership team responsible for Rock River Valley Coalition's Continuum of Care in Operating; Planning; Designating & Operating an HMIS; and Preparing an Application for Rock River Homeless Coalition funds for the Rock River Homeless Coalition's Continuum of Care

Chair and Vice Chair

- Develop, follow, and update annually governance charter, which should include all procedures and policies needed to comply with HUD requirements and with HMIS requirements.

Secretary

- Records, gathers, and places on file all meeting minutes for the RRHC and Committees.

Treasurer

- Maintains and records dues and financial records for the RRHC.

Rock River Homeless Coalition Board

- Required to monitor performance of the RRHC and ESG recipients.
- Evaluate outcomes of projects funded under ESG and RRHC programs.
- Take action against RRHC projects that perform poorly
- Report the outcomes of ESG and RRHC projects to HUD annually
- Establish written standards
- Establish performance targets

Rock River Homeless Coalition Members

- Participate and attend all Continuum Meetings
- Active participation in a minimum of one committee

3.04 Termination of Membership

A) The Rock River Homeless Coalition Board may propose the removal of a RRHC Board member whenever a member has failed to attend more than four of the regularly scheduled meetings in any calendar year. The RRHC Board will notify the member of that fact via mail/email service; removal shall occur only at a properly called meeting of the RRHC Board, after at least thirty days' notice to the member to be removed, and a vote by the RRHC Continuum Board.

3.05 Vacancies

A Rock River Homeless Coalition member in good standing nominated by the Chair and approved by the RRHC Board will fill any vacancies created by resignation or removal from the RRHC Board.

3.06 Meetings

A) The Rock River Homeless Coalition Board and Executive Committee shall meet as defined in Article 2.05. The dates of the regular meetings shall be determined at the beginning of each fiscal year and a written schedule shall be provided to each RRHC m Board member. The Chair may call for a special meeting of the RRHC Board by providing an agenda to all the members of the RRHC Board prior to any such meeting via mail/email service at least five working days prior to the meeting.

B) A quorum of the RRHC Board shall exist if two thirds or more of the total number of members are present; unless two (2) are from the same agency. However a quorum shall be assumed to be present provided no member objects. A present member may request a quorum call at which time the presiding officer must determine if quorum is present.

C) Meetings of the RRHC Board shall be governed by these bylaws and where not in conflict with the same the RRHC Board shall be bound by the provisions of Robert's Rules of Order, newly revised (2000).

D) All meetings of the RRHC Board are subject to the Open Meetings Act and all provisions thereof.

3.07 Officers and Executive Committee

The Executive Committee will be comprised of officers elected from the Rock River Homeless Coalition Board and the Chair of the RRHC. The Chair of the RRHC will be appointed by the full RRHC. The RRHC Board will elect the Vice Chair, Treasurer and Secretary.

3.08 Resignations

A board member may resign at any time by giving written notice to the Chair. A 30-day notice is requested.

3.09 Electronic Meetings

The RRHC Board may conduct electronic meetings when needed to facilitate action on timely items that cannot wait for regular meeting. The acceptable method of electronic meetings for the Leadership Board will be by email and recorded and filed by the Secretary of the RRHC.

Article 4: Committees

4.01 Standing Committees

The Standing Committees of the Rock River Homeless Coalition shall be as follows. Duties of these committees are, but not limited to the following:

Hearth Committee

- Coordinate Intake Plan
- Develop access plan (no wrong door)
- Equalize all eligibility
- Discharge Coordination
- Equalize discharge causes
- Performance standards
- Coordinate ESG with RRHC
- Develop Street Outreach and Engagement
- Operate Street Teams

Education and Public Relations Committee

- Training
- Survey RRHC membership for training needs
- Plan, hold and evaluate training
- Coordinate with statewide training opportunities such as SHPA, CSH and Coalition for the Homeless
- Public Relations
- Create unified PR plan
- Responsible for legislative actions
- Establish media contacts
- Hold event

Recruitment

- Hold Public recruitment of RRHC membership
- Target HUD identified sub-populations

Communication Plan

- Develop plan for communication both internally and externally

Service Providers

- Service needs
- Conduct best practices survey
- Share agency information
- Improve mainstream resources utilization
- Identify all mainstream resources and update annually
- Identify how to access
- Provide information to providers

Point In Time Count

- Hold PIT count biannually
- Review and update PIT tool
- Coordinate and conduct count
- Increase geographic area covered
- Tabulate results and report to RRHC Board and RRHC Members

Housing Inventory Count

- Concurrent with PIT count
- Review and update HIC tool/include Spanish version
- Implement survey
- Tabulate and report to RRHC Board and RRHC Members

HMIS Committee

Advising the HMIS lead agency on:

- Compliance with relevant HUD regulations and standards
- Recording in official meeting minutes all approvals, resolutions, and other key decision of the RRHC that may be required by HUD rules related to the HMIS governing body
- Reviewing data quality standards and plans, and establishing protocols for addressing contributing HMIS Organization (CHO's) compliance with those standards.
- Promoting the effective use of HMIS data, including measuring the extent and nature of homelessness, the utilization of services and homeless programs over time, and the effectiveness of homeless programs.
- Coordinate all local information as necessary for compilation of the annual Housing Inventory Count, the HMIS elements of the annual PIT, Annual Homeless Assessment Report (AHAR), and the Pulse Report
- Coordinating participation in the HMIS (and broader RRHC) by all homeless prevention and assistance programs and other mainstream programs serving homeless people or working to prevent homelessness.

Ad Hoc Committees – As needed and determined by RRHC Board

- Governance Structure/By-laws Committee

The following populations and categories will be represented:

Substance Abuse	HIV/AIDS
Veterans	Persons with Mental Illness
Chronically Homeless	Families with Children
Domestic Violence	Legal
Homeless	Community Representative
Unaccompanied Youth	Grantee Representatives
HMIS	ESG Recipients

4.02 Ad Hoc Committees

The Rock River Homeless Coalition Board may establish ad hoc committees from time to time.

4.03 Participation

Each member of the Rock River Homeless Coalition will participate in at least one committee on a regular basis.

4.04 Meetings and Action of Committees

All Committees shall take meeting minutes and attendance. All committees will meet on a regular basis. Actions taken by the committees shall be recommendations to the RRHC Board. Board approval will be required prior to implementation. A RRHC member nominated and approved by the committee shall chair the committee. All meetings of committees are subject to the Open Meetings Act and all provisions thereof.

4.05 Terms

The term of a standing Committee Chair or Ad Hoc Committee Chair is voluntary.

Article 5: HMIS

HMIS will be led by an approved vendor to establish and operate a centralized and coordinated system that provides a comprehensive assessment of the needs of individuals and families for housing services.

5.01 Required Roles

The Rock River Homeless Coalition Board and Executive Committee will approve a HMIS data privacy plan, data security plan and data quality plan to ensure the RRHC has a successful and operational HMIS, as well coordinates efforts to encourage non-HUD funded projects to participate.

5.02 Operations

The RRHC Board and Executive Committee will ensure that the HMIS is administered in compliance with HUD requirements and monitors consistent participation by the RRHC and ESG recipients and sub-recipients in the HMIS.

Article 6: Bylaws

6.01 Amendment and Review

These bylaws may be adopted, amended, or repealed by a two-thirds majority vote at a regular or special meeting of the RRHC Board. By-Laws will be reviewed regularly to ensure compliance and relationship policies.

Approved and adopted March 2015

PART III: TENANT SELECTION

4-III.A. OVERVIEW

The RHA must establish tenant selection policies for families being admitted to public housing [24 CFR 960.201(a)]. The RHA must not require any specific income or racial quotas for any developments [24 CFR 903.2(d)]. The RHA must not assign persons to a particular section of a community or to a development or building based on race, color, religion, sex, disability, familial status or national origin for purposes of segregating populations [24 CFR 1.4(b)(1)(iii) and 24 CFR 903.2(d)(1)].

The order in which families will be selected from the waiting list depends on the selection method chosen by the RHA and is impacted in part by any selection preferences that the family qualifies for. The availability of units also may affect the order in which families are selected from the waiting list.

The RHA must maintain a clear record of all information required to verify that the family is selected from the waiting list according to the RHA's selection policies [24 CFR 960.206(e)(2)]. The RHA's policies must be posted any place where the RHA receives applications. The RHA must provide a copy of its tenant selection policies upon request to any applicant or tenant. The RHA may charge the family for providing a copy of its tenant selection policies [24 CFR 960.202(c)(2)].

RHA Policy

When an applicant or resident family requests a copy of the RHA's tenant selection policies, the RHA will provide copies to them for a fee of \$0.25 for each page or direct the family to the RHA website that contains a copy of the Admissions and Continued Occupancy Policy.

4-III.B. SELECTION METHOD

The RHA must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the RHA will use.

Local Preferences [24 CFR 960.206]

PHAs are permitted to establish local preferences and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources [24 CFR 960.206(a)].

RHA Policy

Each applicant with Local Preference(s) will be point rated and will be selected for participation from the site-based waiting list on the following cumulative point basis with the preference category:

Local Preferences (24 CFR 960.206)

The Rockford Housing Authority has established the following local preferences:

- **Local Residency Preference:** Applicant households with a permanent physical residence in Winnebago County, Illinois. Eligibility for Local Residency Preference must be demonstrated by having a permanent physical residence within the jurisdictional area. Physical residence shall be defined as a domicile with a mailing address, other than a post office box, for which the applicant can produce one or more of the following: a lease or purchase agreement, utility bills showing the claimed residence address, or two pieces of first class addressed to a member of the applicant household at the claimed address. (24 CFR 982.207) **25 points**
- **Local Employment Preference:** Applicant households in which a member of the household(head, spouse or sole member) is currently employed within the Winnebago County for 12 months or longer. Eligibility for Local Employment Preference must be demonstrated by third party employment verification. Applicants where the head and spouse, or sole member is age 62 or older, or is a person with disabilities will also be awarded the preference. (24 CFR 982.207) **30 points**
- **Verification of Local Preference:**
 - Certification verifying local residency preference can be in the following form:
 - a. A lease or purchase agreement, utility bills showing the claimed residence address, or two pieces of first class mail addressed to a member of the applicant household at the claimed address.
 - Certification verifying local employment preference can be in the following form:
 - a. Completion of a Third Party Employment Verification and receipt of said verification directly from the employer indicated on the form.
- **Involuntarily Displaced Preference:** Applies to victim of a Natural Disaster that has to be so declared by a local, state, or federal government entity (fire, flood, earthquake etc.); Subject to a document action by a local, state, or federal government entity related to code enforcement, public improvement, or development; participant in a State or Federal Witness Protection Program; or a victim of Domestic Violence. **50 points**
- **Elderly or Disabled Preference:** Elderly preference applies when the head of household, spouse, or co-head is aged 62 or older. Disabled preference applies when the head, spouse, or co-head is considered disabled. **35 points**
- **Homeless Preference:** Applies to applicants who lack a fixed, regular and adequate nighttime residence; have a primary nighttime residence that is a supervised public or private shelter providing temporary accommodations; lacks a public or private place not ordinarily used as an accommodation for human beings(lack indoor plumbing, toilet facilities, bathing facilities, adequate or safe electrical service, heat, or kitchen); or a designated social service agency certifies the family as homeless. **50 points**
- **Veteran Preference:** Applies to an applicant that the head of household, spouse, or co-head is a current member of the military, a veteran, or the surviving spouse of a veteran. **10 points**

- **Near Elderly Preference:** Applies to persons who are 50 to 61 years of age that are the head of household, spouse, or co-head. **25 points**
- **Educational Preference:** If the head of household, spouse, or co-head is currently enrolled in, or a graduate in the last six months of a school training program designed to prepare enrollees for the job market. (A student is an individual who is attending a school or training program full time. A full-time student is a student who is enrolled for the number of hours or courses the school considers full-time attendance.) Applicants where the head and spouse, or sole member is age 62 or older, or is a person with disabilities will also be awarded the preference. (24 CFR 982.207) **30 points**

**Rock River Homeless Coalition (RRHC) HMIS
Memorandum of Understanding
Bridge Rockford Alliance (BRA) and Participating Agencies
Effective November 2013**

1. General Understandings:

- a. Homeless Management Information Systems (HMIS) are client-level databases that combine information from different homeless service providers. In the Rock River Homeless Coalition, the software used for HMIS is Bowman's ServicePoint, a powerful information management system that provides client tracking and case management, service and referral management, and reporting. This secure system allows a number of different agencies and users to continuously enter their clients' data while being assured that the information is protected. RRHC secures access to this software through a contract with the Iowa Institute for Community Alliances ("the Institute"). The HMIS Lead Agency for RRHC is Bridge Rockford Alliance (BRA) who administers the software in partnership with the Institute to ensure compliance with HUD expectations.
- b. In this Agreement, the following terms will have the following meanings:
 - "Client" refers to a consumer of services.
 - "Partner Agency" refers generally to any Agency participating in RRHC HMIS.
 - "Agency staff" refers to both paid employees, volunteers, and any personnel and organizations contracted by the Partner Agency who have access to the HMIS and/or client personal protected information ("PPI").
 - "HMIS" refers to the RRHC HMIS system.
- c. Agency understands that when it enters information into HMIS, such information will be available to staff who may review the data to administer HMIS; to conduct analysis; and to prepare reports which may be submitted to others in de-identified form *without* individual identifying Client information.

Bridge Rockford Alliance (BRA) will:

- Oversee and coordinate all aspects of the RRHC HMIS Project's implementation and development;
- Serve as the primary contact with the RRHC HMIS vendor (Bowman ServicePoint) and the Institute;
- Monitor Bowman ServicePoint and the Institute's performance under their contract with BRA;
- Provide ongoing training on the use of ServicePoint;
- Oversee system administration especially as it relates to external security protocols;
- Oversee and coordinate the activities of the HMIS System Administrators;
- Provide support to and function as a resource to the HMIS Systems Administrators and the Site Technical Coordinators.

Each agency participating in the RRHC HMIS will appoint at least one person to serve as the Site Technical Coordinator for the agency. This person will:

- Oversee all agency staff who have access to or generate client level data;
- Permit only those staff who are certified by BRA to use ServicePoint and authorize as ServicePoint users only those staff who need access to the system for data entry, editing of client records, viewing of client records, report writing, administration or other essential activities related to the use of ServicePoint;
- Ensure that each end user has read the RRHC HMIS Policies and Procedures Manual, signed the End-User Agreement, and is in compliance with the policies and procedures;
- Ensure that each user has his/her own ServicePoint license;
- Assume responsibility for the integrity and protection of client-level data entered at their site;

- Ensure to the extent possible that all data is entered accurately and on time;
- Notify BRA of changes in license assignments;
- Maintain agency computer equipment and access to the internet.
- Inform all users at their agency of the following:

Users are any persons who use the Service Point software for data processing services. They must be aware of the data's sensitivity and take appropriate measures to prevent unauthorized disclosure. Users are responsible for protecting institutional information to which they have access and for reporting security violations. Users must comply with the policies and standards of the agency as they relate to security and confidentiality of the data. Users are legally accountable for their actions and for any actions undertaken with their usernames and passwords.

BRA and the Participating Agency and Programs agree that their mutual participation in RRHC HMIS will cause each party to possess information that is confidential and which, in some cases, may be subject to special protections under state and federal law.

Confidentiality Obligations. The Participating Agency agrees to hold all client information which is disclosed or entered into the RRHC HMIS confidential. The Participating Agency agrees to take all reasonable steps to ensure that the confidential information is not disclosed or distributed by its Board members, employees, or volunteers to a third party, except as permitted by signed consent.

BRA and the Institute will have access to all client information that has been entered into RRHC HMIS and agrees to maintain the security and confidentiality of such information as required by applicable laws and regulations, including the Health Insurance Portability and Accountability Act ("HIPAA"), the regulations promulgated thereunder, and applicable state law. BRA and the Institute shall not use protected health information or any other confidential information for any other purpose except that of managing and administering the RRHC HMIS.

Indemnification. The Participating Agency agrees to indemnify, defend and hold harmless BRA against all losses, expenses, damages and costs arising out of the agency's participation in the RRHC HMIS, excluding incidents of negligence and willful malfeasance.

BRA agrees to indemnify, defend and hold harmless the Participating Agency against all losses, expenses, damages and costs arising out of BRA's participation in the RRHC HMIS, excluding incidents of negligence and willful malfeasance.

No Warranty. BRA's coordination of the RRHC HMIS, including without limitation all services, functions, materials, content and information, is provided "as is" without warranties of any kind, either express or implied.

Liability. In no event will BRA Board members or employees be held liable for interruptions of services related to the use or inability to use ServicePoint or the RRHC HMIS, or for the transmission of inaccurate information or a breach of security and/or confidentiality resulting from any malfunction of hardware or electronic communications system.

Neither shall the Participating Agency or its Board members, staff, or volunteers be held liable for interruptions of services related to the use or inability to use ServicePoint or the RRHC HMIS, or for the transmission of inaccurate information or a breach of security and/or confidentiality resulting from any malfunction of hardware or electronic communications system.

2. Information Collection, Release, and Data Sharing

Collection of Client identified information

An agency may collect client-identified information only when appropriate to the purposes for which the information is obtained or when required by law. An Agency must collect client information by lawful and fair means and, where appropriate, with the knowledge or consent of the individual.

Data Sharing

It is the policy of the Rock River Homeless Coalition to electronically share basic client data on all persons, including minors, entered into and held within the confines of the HMIS software to assist with coordinated access, assessment and service delivery; improve the accuracy of a client's record; and reduce data entry burden for participating agencies.

Data that will be shared under this policy will include, and be limited to, the HUD Universal Data Elements. These data elements are:

- Name
- Social Security Number
- Date of Birth
- Race
- Ethnicity
- Gender
- Veteran Status
- Disabling Condition
- Residence Prior to Program Entry
- Zip code of Last Permanent Address
- Housing Status
- Program Entry Date
- Program Exit Date
- Software-generated unique IDs

Additional Data Sharing Between Participating Agencies

RRHC does not prohibit the electronic sharing of additional data entered into and held within the confines of the HMIS software. RRHC does require a formal, written data sharing contract be executed by the agencies wishing to share additional data and that a current copy of the executed data sharing contract be held by BRA as evidence of said agreement.

Changes to the RRHC Data Sharing Policy

The RRHC reserves the right to make changes to the data sharing policy in accordance with the established policies and procedures for decision making.

Client Notification and Consent

Client Notification: Clients **MUST** be given a notification form that explains HMIS and why their personal information is being collected. This notification must include a list of the information being shared, a list of the participating agencies, and information that de-identified, aggregate data will be shared with entities providing funding for services, the for planning and resource allocation, and any government agencies engaged in community planning.

Client Consent: In general, consent of the individual for data collection may be inferred from the circumstances of the collection. However, a client **MUST** sign a Release of Information (Client

Consent Form) if an agency or agency program intends to release Personal Protected Information (PPI) to any 3rd party **external** to the HMIS, except as allowed by law. If an agency/agency program is required or desires to release client information to an external, 3rd party that includes PPI, then the agency is required to execute a formal, written data release and transfer agreement with the receiving party that specifically details the data to be released, to whom, under what conditions, in what manner, and any limitations on the data use or further transfer.

A client may withdraw or revoke consent. Revocation must be in writing and the Agency must have clear and easily accessible policies and procedures to accommodate this action. If a client revokes consent, the Agency is responsible for immediately making appropriate action in the HMIS to ensure that Client's PPI will not be included in external/3rd party data releases or transfers, effective as of the date of the revocation, unless otherwise prohibited by law.

No Conditioning of Services

Agency will not condition any services upon or decline to provide any services to a Client based upon a Client's refusal to sign a Client Consent to Release Information form for the sharing of identified information.

Security: Agency will maintain security and confidentiality of HMIS information and is responsible for the actions of its users and for their training and supervision. Agencies will follow the User Policies and Guidelines that are incorporated into this agreement and which may be modified from time to time.

- a. **Passwords:** Agency will permit access to HMIS only with use of a User ID and password, which the user may not share with others. Written information pertaining to user access (e.g. username and password) shall not be stored or displayed in any publicly accessible location.
- b. **Use of RRHC HMIS:**
 - Agency will not access identifying information for any individual for whom services are neither sought nor provided by the Agency. Agency may access identifying information of the Clients it serves and may request via writing access to statistical, non-identifying information on both the Clients it serves and Clients served by other RRHC HMIS participating agencies.
 - Agency may report non-identifying information to other entities for funding or planning purposes. Such non-identifying information shall not directly identify individual Clients.
 - Agency will report only non-identifying information in response to requests for information from HMIS unless otherwise required by law.
 - Agency will use HMIS database for its legitimate business purposes only.
 - Agency will not use HMIS in violation of any federal or state law, including, but not limited to, copyright, trademark and trade secret laws, and laws prohibiting the transmission of material, which is threatening, harassing, or obscene.
 - Agency will not use the HMIS database to defraud federal, state or local governments, individuals or entities, or conduct illegal activity.
 - Agency shall not give or share assigned passwords and access codes for HMIS with any other Agency, business, or individual.
 - Agency shall take due diligence not to cause in any manner, or way, corruption of the HMIS database, and Agency agrees to be responsible for any damage it may cause.

database for the Partner Agency or any other Agency, it may take immediate steps to suspend the Partner Agency's access to the HMIS prior to addressing the concerns with the executive level of the Partner Agency. The Lead Agency will then address the concern with the executive level of the Partner Agency to resolve the issue.

- (iii) Action with a Partner Agency may include the provision of training and technical assistance, suspension of access to the central database or other appropriate measures to ensure that the data integrity is maintained.
- d. This Agreement may be modified or amended by written agreement executed by both parties.

**THE RRHC HMIS Memorandum of Understanding- Signature Page
BRA and Participating Agencies
Effective June 2008**

By signing below I agree to the stipulations of this Memorandum of Understanding, and agree that my agency will abide by the RRHC HMIS Policies and Procedures Manual.

Executive Director of Bridge Rockford Alliance

Signature _____ Date _____

Print Name _____

Executive Director of Participating Agency

Executive Director's Signature _____ Date _____

Email of Executive Director _____

Print Name _____

Name of Agency _____

Mailing Address _____

Agency Programs Covered by MOU (Please write the names of the programs as they should appear in THE RRHC HMIS) _____

Name of Site Technical Coordinator _____

Title of Site Technical Coordinator _____

Email of Site Technical Coordinator _____

Please provide the following for BRA-HMIS records

Two originals of this form mailed to BRA for Executive Director's signature, one of which will be returned to agency for its records

One copy of this form to the Local System Administrator

One copy of this form to local RRHC HMIS Executive Committee

Rock River Homeless Coalition HMIS Technical Assistance Plan

The Homeless Management Information System (HMIS) Lead Agency staff will be the point of contact related to any End Users request for technical assistance, general HMIS related inquires, training and work flow questions, and data quality assistance.

Technical Assistance

HMIS staff is responsible for providing technical support to Participating Agency Administrators and End Users. Technical support services attempt to help the user solve specific problems with a product and do not include in-depth training, customization, reporting, or other support services.

All requests for technical assistance must be submitted through email or by phone. All emails and calls will be answered during normal HMIS business hours, Monday through Friday, 8:00am to 5:00pm.

The HMIS staff will respond to all inquiries from Participating Agencies in a timely manner. Response times for technical assistance varies based on the item that is submitted and the priority associated. HMIS Staff reserve the right to adjust priority levels based on the issue type of the request.

During normal business hours requests for routine system technical support will be honored on a first come-first served basis categorized in the following manner:

Issue Type	Type Definition	Tool to Report	HMIS Lead Agency Staff Response Time
Rapid Response	Users are unable to use system. For example: the system is down or the site is unreachable.	Contact staff by phone and email	Immediate. No less than 12 hours.
Priority Response	Users can use the system, but one or more functions important to day-to-day operational use is severely affected. For example: password issues, permission issues,	Submit a service request via email or phone	Less than 24 hours.

	security issues, not accepting data, or screens have changed.		
Regular Response	A problem is noted, but users are able to use all functions in the systems without major difficulty. For example: reporting issues, general questions, work flow issues, data entry problems, change to a report, or change to screens.	Submit a service request via email or phone	Less than 48 hours.
Feature Enhancement	Users are able to use all functions in the system as normal, but are requesting an enhancement to the system that is currently not available.	Submit a service request via email	Less than 48 hours.

After Hours. After hours and weekend requests will be treated as if the request was received at opening of the next business day. HMIS staff normal working hours for Technical Assistance are Monday through Friday, 8:00 am through 5:00 pm.

System Feature Enhancement Requests

The HMIS Lead Agency’s goal is for the HMIS system to be as efficient and user-friendly as possible, within the technical and allowable restraints of the system. Feature enhancement requests are welcomed and encouraged. Please submit all possible feature enhancements in the following manner:

- Begin by submitting a service request to an HMIS Lead Agency staff member.
- Code the request type as a “feature enhancement.”
- Be as specific as possible in the request.
- If appropriate, describe the current workflow first and the suggested feature enhancement right after.
- If enhancement is for new system functionality, please describe a workflow and

diagram as much as possible.

- If appropriate, please denote how much time savings would be achieved if the feature enhancement were to be enacted.
- If appropriate, please denote all of the possible benefits for your agency or End Users and other Member Agency providers if feature enhancement were to be enacted.

Data Quality

The HMIS Lead Agency staff will evaluate the quality of all HMIS Participating Agency data on the accuracy and completeness of the data entered monthly. All client data entered into HMIS should reflect what the client self-reported or an accurate assessment of known information by a case manager. The HMIS Lead Agency may check data accuracy and consistency by running reports that check for entry errors such as duplicate files created, overlapping enrollments, or inconsistent responses. When inconsistencies by HMIS Participating Agencies are discovered, the HMIS Lead Agency staff will contact the designated Participating Agencies HMIS Administrator to notify and address the user creating the duplication and/or inconsistent information.

All Participating Agencies should adhere to HMIS capitalization guidelines, client data should be congruent with program details, and should match the information captured and filed in the HMIS Participating Agencies client record/case file.

The HMIS Lead Agency will assist Participating Agencies with adhering to such guidelines through monitoring data monthly and provide end users with technical support. If it is determined that training is required, the HMIS Lead Agency will contact the Participating Agency to set up such training.

Training

HMIS Lead Agency staff is responsible for all End User training. This is to ensure continuity and consistency with training as well as to ensure the proper workflow for HMIS Participating Agencies.

All end-users will receive initial training by the HMIS Lead Agency before accessing the live HMIS system. This ensures the data is understood, collected, and entered in an organized manner. Periodic advanced training and refresher courses also help maintain the standard.

Prior to being sent to HMIS training, all End Users should have a basic computer competency. End Users should be able to turn on/off a computer, use a mouse and keyboard, launch a browser, enter a URL, and navigate the World Wide Web. End Users who cannot complete these tasks should be sent to a basic computer competency class prior to be scheduled for HMIS training. HMIS staff will verify the competency of all users prior to training.

The HMIS Lead Agency will also provide training, at least yearly, to all HMIS end users.

This training is a requirement and is mandatory to update each end user licenses. All other training will be either by request of the Participating Agency or by determination of the Rock River Homeless Coalition and/or HMIS Lead Agency to improve data quality by an end user or Participating Agency in its entirety. If it is determined, the HMIS Lead Agency will notify the HMIS Agency Administrator to schedule such training. HMIS Lead Agency staff will be available to deliver onsite training in the event that a Participating Agency has a large number of staff to train or wants a specific topic covered.

End User Account Requests/Modifications

All user requests are to be faxed or emailed to the HMIS Lead Agency for processing. All HMIS User Account Request Forms must be completed in its entirety and signed by the end user and Executive Director the Participating Agency. Any partial or incomplete forms received will not be accepted. The HMIS User Account Request Form is used for the following:

- Add New User
- Delete User
- Change User Information
- Other – any request not covered above

Any request to delete a user must be sent immediately to the HMIS Lead Agency staff. The HMIS Lead Agency is required to process the request within 24 hours and will consider the request as high priority above any other request. All other requests will be processed in the order they are received.

Homeless Management Information System

User Account Request Form

New User
 Delete User
 Change User Information
 Other
 Today's Date

/ /

HMIS User Information

User First & Last Name (print or type):

Job Title:

User Office Phone:

User Email Address:

Program Type (Emergency, Transitional, Permanent, etc):

Organization & Program Information

Organization Name:

Main Phone Number:

Organization Main Office Address:

(Street)

(City)

(State)

(Zip Code)

User Location (where user uses HMIS):

(Street)

(City)

(State)

(Zip Code)

Authorization & Confidentiality Statement

I agree to maintain strict confidentiality of information obtained through the Homeless Management Information System (HMIS) Network. This information will be used only for the legitimate client services and administration of the above name organization. Any breach of confidentiality will result in the immediate termination of use.

Employee Signature:

Date:

Executive Director's Signature/Authorization:

Date:

HMIS Lead Agency Use Only

HMIS User Id:

Completed By:

Date Completed:

ROCK RIVER HOMELESS COALITION
USER CONFIDENTIALITY AND RESPONSIBILITY CERTIFICATION
Homeless Management Information System

Provider Name and Number: _____
Contract Fiscal Year October 2014 – September 2015

USER CONFIDENTIALITY AND RESPONSIBILITY AGREEMENT

Your User ID and Password give you access to the ServicePoint™ software of the **ROCK RIVER HOMELESS COALITION** Network. **Initial each item below to indicate your understanding and acceptance of the proper use of your User ID and password and your intention to comply with all elements of the Homeless Management Information System Data and Technical Standards Notice – originally published in the Federal Register on July 30, 2004, and revised in March of 2010 by the U. S. Department of Housing and Urban Development.** Failure to uphold the confidentiality and security standards set forth below is grounds for immediate termination from the Rockford/Winnebago & Boone Homeless Management System Network and forfeiture of grant funds if applicable.

- _____ A Rock River Homeless Coalition “Notice of Data Collection” sign will be posted at any location that client intake activity occurs that is entered or will be entered into the ServicePoint™ system.
- _____ This agency has a written privacy policy that includes the allowable uses and disclosures of protected personal information by this agency and it will be made available to the client upon request.
- _____ If applicable, this agency has their privacy policies posted on their agency internet web-site.
- _____ My ServicePoint™ User ID and Password are for my use only and must not be shared with anyone.
- _____ I will take all reasonable means to keep my User ID and Password physically secure.
- _____ I understand that the only individuals who can view information in the ServicePoint™ system are authorized users and the Clients to whom the information pertains.
- _____ I may only view, obtain, disclose, or use the database information that is necessary to perform my job.
- _____ If I am logged into ServicePoint™ and must leave the work area where the computer is located, I **must log-off** of ServicePoint before leaving the work area.
- _____ I will attend any and all HMIS and related topic training sessions as required to ensure accurate and appropriate data entry and use of the RRHC Network.
- _____ In the event that this agency elects to utilize ServicePoint™ (HMIS) records as client documentation for purposes of monitoring, the agency will have on file a signed informed consent document form each client record informing the client of the potential disclosure to HUD, the City of Rockford, RRHC or other funders as designated.
- _____ Any computer that has ServicePoint™ “open and running” shall never be left unattended.
- _____ Any computer that is used to access ServicePoint™ **must not** be located in an area with unattended public access.
- _____ Any computer that is used to access ServicePoint™ must be equipped with locking (password protected) screen savers.
- _____ Any computer that is used to access ServicePoint™ must have virus protection software installed with auto-update functions.
- _____ Any computer that is used to access ServicePoint™ must have software and/or hardware firewall protection.
- _____ Failure to log off ServicePoint™ appropriately may result in a breach in client confidentiality and system security.
- _____ Hard copies of RRHC ServicePoint™ information must be kept in a secure file.
- _____ When hard copies of RRHC ServicePoint™ information are no longer needed, they must be properly destroyed to maintain confidentiality.
- _____ If I notice or suspect a security breach, I must immediately notify the System Administrator – Regina Hobson with The Bridge.

I understand and agree to comply with all the statements listed above. I further understand that at the time of program site visits conducted under the direction of the RRHC and/or the U.S. Department of Housing and Urban Development our agency may be monitored for compliance with the Rock River Homeless Coalition Network elements listed above.

ServicePoint™ User (License Holder) Signature _____ Date _____

Agency Executive Director _____ Date _____



ROCK RIVER HOMELESS COALITION
ROCK RIVER
Homeless Coalition
Working Together to End Homelessness

November 4, 2015

Good Morning,

This notice is to inform you that the projects submitted by **Bridge Rockford Alliance** were selected for inclusion in the FY 15 CoC NOFA (Notice of Funds Available) Competition. The Rock River Homeless Coalition would like to thank you for applying. On behalf of the Rock River Homeless Coalition we welcome your continued success and participation in our quest to end homelessness.

Respectfully Submitted,

Joan Lodge
Rock River Homeless Coalition-Secretary

INTERAGENCY AGREEMENT

between
YOUTH SERVICES NETWORK, INC.
and

American Red Cross

7/29/15
(Date)

The purpose of this Agreement is to provide for maximum coordination and utilization of trauma informed services through YSN and to ensure that youth appropriate for services have access to and receive those services. Furthermore, its purpose is to assist in service system coordination with the goal that the precise use of service resources will result in better client programming and satisfaction.

SERVICES

Youth Services Network, Inc., provides the following services to all community youth: 1) coordination of youth services through wraparound plans, 2) linkage with agencies best suited to provide services and monitor progress, 3) evaluate and provide follow-up procedures, 4) pinpoint system issues and target community needs, 5) aid in resolving problematic issues and develop needed resources, 6) promote community awareness, education and involvement, and 7) use of a trauma informed approach including realizing the widespread impact of trauma and understanding potential paths for healing; recognizing the signs and symptoms of trauma; and responding using a universal approach.

American Red Cross

provides the following services:

Disaster Cycle Services: Preparedness, Response and Recovery

REFERRAL AGREEMENT

Youth Services Network, Inc., agrees to accept all appropriate referrals from American Red Cross
American Red Cross agrees to accept all appropriate referrals from Youth Services Network, Inc.

FOLLOW-UP/CASE MANAGEMENT AGREEMENT

YSN and American Red Cross agree to answer inquiries and share information on clients referred by either agency to either agency, subject to a YSN Release of Information signed by parents and youth (confidentiality policy).

American Red Cross agrees to provide all initial paperwork and data on any client referred to YSN. YSN will follow-up on clients referred for service on the following basis: a written service plan to appropriate agencies, reports, community team staffings, interagency(ies) evaluation follow-up, and interagency(ies) mediation.

COST OF SERVICE(S)

YSN shall provide all services at no cost to the client.

American Red Cross shall provide services(s) at:
 No Cost
 Sliding fee scale (please attach copy of charges)
 Flat rate of \$ _____ per _____
 Other (please specify) _____

Contact person/position/title for YSN is *Mary Ellen Commare, Executive Director* of Youth Services Network.

Contact person/position/title for American Red Cross is Leslie mastroianni
Disaster Program manager

This agreement is binding when signed and dated by the parties to the Contract.

YOUTH SERVICES NETWORK, INC.

BY: Mary Ellen Commare
Mary Ellen Commare

Executive Director
(Position/Title)

American Red Cross

BY: Leslie Mastroianni

Disaster Program manager
(Position/Title)

INTERAGENCY AGREEMENT

between
YOUTH SERVICES NETWORK, INC.
and

Belvidere Police Department

7-13-15
(Date)

The purpose of this Agreement is to provide for maximum coordination and utilization of trauma informed services through YSN and to ensure that youth appropriate for services have access to and receive those services. Furthermore, its purpose is to assist in service system coordination with the goal that the precise use of service resources will result in better client programming and satisfaction.

SERVICES

Youth Services Network, Inc., provides the following services to all community youth: 1) coordination of youth services through wraparound plans, 2) linkage with agencies best suited to provide services and monitor progress, 3) evaluate and provide follow-up procedures, 4) pinpoint system issues and target community needs, 5) aid in resolving problematic issues and develop needed resources, 6) promote community awareness, education and involvement, and 7) use of a trauma informed approach including realizing the widespread impact of trauma and understanding potential paths for healing; recognizing the signs and symptoms of trauma; and responding using a universal approach.

Belvidere Police Department provides the following services: works w/ community /
Homeless Youth - refers to YSN for services

REFERRAL AGREEMENT

Youth Services Network, Inc., agrees to accept all appropriate referrals from Belvidere Police
Department

Belvidere Police Department agrees to accept all appropriate referrals from Youth Services
Network, Inc.

FOLLOW-UP/CASE MANAGEMENT AGREEMENT

YSN and Belvidere Police Department agree to answer inquiries and share information on clients referred by either agency to either agency, subject to a YSN Release of Information signed by parents and youth (confidentiality policy).

Belvidere Police Department agrees to provide all initial paperwork and data on any client referred to YSN. YSN will follow-up on clients referred for service on the following basis: a written service plan to appropriate agencies, reports, community team staffings, interagency(ies) evaluation follow-up, and interagency(ies) mediation.

COST OF SERVICE(S)

YSN shall provide all services at no cost to the client.

Belvidere Police Department shall provide services(s) at:
 No Cost
 Sliding fee scale (please attach copy of charges)
 Flat rate of \$ _____ per _____
 Other (please specify) _____

Contact person/position/title for YSN is Mary Ellen Commare, Executive Director of Youth Services Network.

Contact person/position/title for Belvidere Police Department is Chief Jan W. Noble.

This agreement is binding when signed and dated by the parties to the Contract.

YOUTH SERVICES NETWORK, INC.

BY: Mary Ellen Commare
Mary Ellen Commare

Executive Director
(Position/Title)

Belvidere Police Department

BY: Jan W. Noble

Chief of Police
(Position/Title)

INTERAGENCY AGREEMENT

between
YOUTH SERVICES NETWORK, INC.
and

Belvidere School District #100

July 13, 2015

(Date)

The purpose of this Agreement is to provide for maximum coordination and utilization of trauma informed services through YSN and to ensure that youth appropriate for services have access to and receive those services. Furthermore, its purpose is to assist in service system coordination with the goal that the precise use of service resources will result in better client programming and satisfaction.

SERVICES

Youth Services Network, Inc., provides the following services to all community youth: 1) coordination of youth services through wraparound plans, 2) linkage with agencies best suited to provide services and monitor progress, 3) evaluate and provide follow-up procedures, 4) pinpoint system issues and target community needs, 5) aid in resolving problematic issues and develop needed resources, 6) promote community awareness, education and involvement, and 7) use of a trauma informed approach including realizing the widespread impact of trauma and understanding potential paths for healing; recognizing the signs and symptoms of trauma; and responding using a universal approach.

Belvidere School District #100 provides the following services: school social work, homeless advocacy for students, coordination of services for students in conjunction with community agencies.

REFERRAL AGREEMENT

Youth Services Network, Inc., agrees to accept all appropriate referrals from Belvidere School District #100

Belvidere School District #100 agrees to accept all appropriate referrals from Youth Services Network, Inc.

INTERAGENCY AGREEMENT

between
YOUTH SERVICES NETWORK, INC.
and

City of Rockford Dept. of Human Services

7/28/15

(Date)

The purpose of this Agreement is to provide for maximum coordination and utilization of trauma informed services through YSN and to ensure that youth appropriate for services have access to and receive those services. Furthermore, its purpose is to assist in service system coordination with the goal that the precise use of service resources will result in better client programming and satisfaction.

SERVICES

Youth Services Network, Inc., provides the following services to all community youth: 1) coordination of youth services through wraparound plans, 2) linkage with agencies best suited to provide services and monitor progress, 3) evaluate and provide follow-up procedures, 4) pinpoint system issues and target community needs, 5) aid in resolving problematic issues and develop needed resources, 6) promote community awareness, education and involvement, and 7) use of a trauma informed approach including realizing the widespread impact of trauma and understanding potential paths for healing; recognizing the signs and symptoms of trauma; and responding using a universal approach.

City of Rockford Dept. of Human Services provides the following services: DCFS Youth and Family Housing Advocacy, energy assistance, emergency housing assistance and other programming that addresses community need.

REFERRAL AGREEMENT

Youth Services Network, Inc., agrees to accept all appropriate referrals from City of Rockford Dept. of Human Services.

City of Rockford Dept. of Human Services agrees to accept all appropriate referrals from Youth Services Network, Inc.

FOLLOW-UP/CASE MANAGEMENT AGREEMENT

YSN and City of Rockford Dept. of Human Services agree to answer inquiries and share information on clients referred by either agency to either agency, subject to a YSN Release of Information signed by parents and youth (confidentiality policy).

City of Rockford Dept. of Human Services agrees to provide all initial paperwork and data on any client referred to YSN. YSN will follow-up on clients referred for service on the following basis: a written service plan to appropriate agencies, reports, community team staffings, interagency(ies) evaluation follow-up, and interagency(ies) mediation.

COST OF SERVICE(S)

YSN shall provide all services at no cost to the client.

City of Rockford Dept. of Human Services shall provide services(s) at:

- No Cost
 Sliding fee scale
 Flat rate of \$ _____ per _____
 Other (please specify) _____
(please attach copy of charges)

Contact person/position/title for YSN is *Mary Ellen Commare, Executive Director* of Youth Services Network.

Contact person/position/title for City of Rockford Dept. of Human Services is Jennifer Jaeger, Community Services Director

This agreement is binding when signed and dated by the parties to the Contract.

YOUTH SERVICES NETWORK, INC.

Mary Ellen Commare

BY: _____
Mary Ellen Commare

Executive Director
(Position/Title)

City of Rockford Dept. of Human Services

BY: _____
Jennifer Jaeger

Community Services Director
(Position/Title)

INTERAGENCY AGREEMENT

between
YOUTH SERVICES NETWORK, INC.
and

Dept. of Employment Security

7/15/2015
(Date)

The purpose of this Agreement is to provide for maximum coordination and utilization of trauma informed services through YSN and to ensure that youth appropriate for services have access to and receive those services. Furthermore, its purpose is to assist in service system coordination with the goal that the precise use of service resources will result in better client programming and satisfaction.

SERVICES

Youth Services Network, Inc., provides the following services to all community youth: 1) coordination of youth services through wraparound plans, 2) linkage with agencies best suited to provide services and monitor progress, 3) evaluate and provide follow-up procedures, 4) pinpoint system issues and target community needs, 5) aid in resolving problematic issues and develop needed resources, 6) promote community awareness, education and involvement, and 7) use of a trauma informed approach including realizing the widespread impact of trauma and understanding potential paths for healing; recognizing the signs and symptoms of trauma; and responding using a universal approach.

Dept. of Employment Security provides the following services: _____

REFERRAL AGREEMENT

Youth Services Network, Inc., agrees to accept all appropriate referrals from Dept. of Employment Security.

Dept. of Employment Security agrees to accept all appropriate referrals from Youth Services Network, Inc.

FOLLOW-UP/CASE MANAGEMENT AGREEMENT

YSN and Dept. of Employment Security agree to answer inquiries and share information on clients referred by either agency to either agency, subject to a YSN Release of Information signed by parents and youth (confidentiality policy).

Dept. of Employment Security agrees to provide all initial paperwork and data on any client referred to YSN. YSN will follow-up on clients referred for service on the following basis: a written service plan to appropriate agencies, reports, community team staffings, interagency(ies) evaluation follow-up, and interagency(ies) mediation.

COST OF SERVICE(S)

YSN shall provide all services at no cost to the client.

Dept. of Employment Security shall provide services(s) at:
_____ No Cost _____ Flat rate of \$ _____ per _____
_____ Sliding fee scale _____ Other (please specify)
(please attach copy of charges)

Contact person/position/title for YSN is *Mary Ellen Commare, Executive Director* of Youth Services Network.

Contact person/position/title for Dept. of Employment Security is BRIAN HALSTED

This agreement is binding when signed and dated by the parties to the Contract.

YOUTH SERVICES NETWORK, INC.

BY: *Mary Ellen Commare*
Mary Ellen Commare

Executive Director
(Position/Title)

Dept. of Employment Security

BY: *R. M. [Signature]*
815-395-6662

MANAGER
(Position/Title)

INTERAGENCY AGREEMENT

between
YOUTH SERVICES NETWORK, INC.
and

Rockford Fire Dept.

7/21/15

(Date)

The purpose of this Agreement is to provide for maximum coordination and utilization of trauma informed services through YSN and to ensure that youth appropriate for services have access to and receive those services. Furthermore, its purpose is to assist in service system coordination with the goal that the precise use of service resources will result in better client programming and satisfaction.

SERVICES

Youth Services Network, Inc., provides the following services to all community youth: 1) coordination of youth services through wraparound plans, 2) linkage with agencies best suited to provide services and monitor progress, 3) evaluate and provide follow-up procedures, 4) pinpoint system issues and target community needs, 5) aid in resolving problematic issues and develop needed resources, 6) promote community awareness, education and involvement, and 7) use of a trauma informed approach including realizing the widespread impact of trauma and understanding potential paths for healing; recognizing the signs and symptoms of trauma; and responding using a universal approach.

Rockford Fire Dept. provides the following services: Project Safe Place
lodges for homeless youth

REFERRAL AGREEMENT

Youth Services Network, Inc., agrees to accept all appropriate referrals from Rockford Fire Dept.

Rockford Fire Dept. agrees to accept all appropriate referrals from Youth Services Network, Inc.

Inc.

INTERAGENCY AGREEMENT

between

YOUTH SERVICES NETWORK, INC.

and

Winnebago County Regional Office of Education

7-16-15
(Date)

The purpose of this Agreement is to provide for maximum coordination and utilization of trauma informed services through YSN and to ensure that youth appropriate for services have access to and receive those services. Furthermore, its purpose is to assist in service system coordination with the goal that the precise use of service resources will result in better client programming and satisfaction.

SERVICES

Youth Services Network, Inc., provides the following services to all community youth: 1) coordination of youth services through wraparound plans, 2) linkage with agencies best suited to provide services and monitor progress, 3) evaluate and provide follow-up procedures, 4) pinpoint system issues and target community needs, 5) aid in resolving problematic issues and develop needed resources, 6) promote community awareness, education and involvement, and 7) use of a trauma informed approach including realizing the widespread impact of trauma and understanding potential paths for healing; recognizing the signs and symptoms of trauma; and responding using a universal approach.

Winnebago County ROE provides the following services: alternative and optional education programs, truancy intervention, homeless education support/coordination, and GED testing.

REFERRAL AGREEMENT

Youth Services Network, Inc., agrees to accept all appropriate referrals from Winnebago County ROE

Winnebago County ROE agrees to accept all appropriate referrals from Youth Services Network, Inc.

FOLLOW-UP/CASE MANAGEMENT AGREEMENT

YSN and Winnebago County ROE agree to answer inquiries and share information on clients referred by either agency to either agency, subject to a YSN Release of Information signed by parents and youth (confidentiality policy).

Winnebago County ROE agrees to provide all initial paperwork and data on any client referred to YSN. YSN will follow-up on clients referred for service on the following basis: a written service plan to appropriate agencies, reports, community team staffings, interagency(ies) evaluation follow-up, and interagency(ies) mediation.

COST OF SERVICE(S)

YSN shall provide all services at no cost to the client.

Winnebago County ROE shall provide services(s) at:

- No Cost
 Flat rate of \$ 30.00 per GED Test
 Sliding fee scale
 Other (please specify) _____
(please attach copy of charges)

Contact person/position/title for YSN is Mary Ellen Commare, Executive Director of Youth Services Network.

Contact person/position/title for Winnebago County ROE is Harold Sweeney

This agreement is binding when signed and dated by the parties to the Contract.

YOUTH SERVICES NETWORK, INC.

BY: Mary Ellen Commare
Mary Ellen Commare

Executive Director
(Position/Title)

Winnebago County Regional Office of Education

BY: Lori A. Fanello

Boone-Winnebago Regional Superintendent
(Position/Title)

INTERAGENCY AGREEMENT

between

YOUTH SERVICES NETWORK, INC.

and

Winnebago County Dept. of Human Services

7/22/15

(Date)

The purpose of this Agreement is to provide for maximum coordination and utilization of trauma informed services through YSN and to ensure that youth appropriate for services have access to and receive those services. Furthermore, its purpose is to assist in service system coordination with the goal that the precise use of service resources will result in better client programming and satisfaction.

SERVICES

Youth Services Network, Inc., provides the following services to all community youth: 1) coordination of youth services through wraparound plans, 2) linkage with agencies best suited to provide services and monitor progress, 3) evaluate and provide follow-up procedures, 4) pinpoint system issues and target community needs, 5) aid in resolving problematic issues and develop needed resources, 6) promote community awareness, education and involvement, and 7) use of a trauma informed approach including realizing the widespread impact of trauma and understanding potential paths for healing; recognizing the signs and symptoms of trauma; and responding using a universal approach.

Winnebago County Dept. of Human Services provides the following services: Snap,
medical and TANF

REFERRAL AGREEMENT

Youth Services Network, Inc., agrees to accept all appropriate referrals from Winnebago County Dept. of Human Services

Winnebago County Dept. of Human Services agrees to accept all appropriate referrals from Youth Services Network, Inc.



**REFERRAL LINKAGE AGREEMENT
BETWEEN**

ROSECRANCE, INC. and Bridgeway, Inc. (Illinois Growth Enterprises)

1. The purpose of this agreement is to ensure continuity of care for clients referred between Rosecrance Ware Center and Bridgeway, Inc.
2. Under this Agreement, neither Bridgeway, Inc. nor Rosecrance Ware Center is acting in the capacity of a Business Associate or Qualified Service Organization as defined in the Health Insurance Portability and Accountability Act ("Privacy Act"), 45 CFR Parts 160 and 164.
3. Rosecrance Ware Center and Bridgeway mutually agree to:
 - a. Work in a supportive partnership, with Bridgeway taking the lead in the provision of Community Employment Services – Individual Placement and Support (IPS) Services and Rosecrance Ware Center continuing their role as the primary Mental Health and Substance Abuse Services provider in the greater Rockford area. Both agencies agree that this collaboration is in the best interest of the people we serve and also supports the IPS evidenced best practice that promotes the integration of IPS Community Employment Services and Behavioral Health Treatment Services with the interdisciplinary team members working together to support the consumer.
 - b. Promote the growth of each agency by referring appropriate consumers to each other.
 - c. Explore service opportunities where working together can promote recovery and an improved quality of life for our consumers.
4. General Responsibilities and Information
 - a. Bridgeway, Inc. and Rosecrance Ware Center will confer at least once a year to evaluate related performance.
 - b. Bridgeway, Inc. and Rosecrance Ware Center will ensure that all activities covered by this agreement comply with the Federal Regulations on Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR, Part 2) and the State of Illinois Statutes and Regulations (Illinois Revised Statute, Chapter 9.5, Section 1002, 127).
 - c. Bridgeway, Inc. and Rosecrance Ware Center will ensure that all activities covered by this agreement comply with the "Privacy Act", 45 CFR Parts 160 and 164.
 - d. Bridgeway, Inc. and Rosecrance Ware Center will ensure that all activities covered by this agreement comply with certain provisions as required under the American Recovery and Reinvestment Act of 2009 (the "HITECH Act");
 - e. Both party's activities will support Rosecrance Ware Center adherence to all applicable standards in all chapters in the current edition of the Comprehensive Accreditation Manual for Behavioral Health Care by The Joint Commission.
 - f. Rosecrance assumes no liability for action of Bridgeway, Inc. under this agreement. Bridgeway, Inc. agrees to hold Rosecrance harmless against any and all liability, loss, damage, cost or expense (including reasonable attorney's fees) from wrongful or negligent

acts of Bridgeway, Inc. which Rosecrance, Inc. may sustain, incur or be required to pay as a result of Rosecrance, Inc.'s performance under this agreement.

- g. Bridgeway, Inc. assumes no liability for action of Rosecrance, Inc. under this agreement. Rosecrance, Inc. agrees to hold Bridgeway, Inc. harmless against any and all liability, loss, damage, cost or expense (including reasonable attorney's fees) from wrongful or negligent acts of Rosecrance, Inc. which Bridgeway, Inc. may sustain, incur or be required to pay as a result of Bridgeway, Inc. performance under this agreement.
- h. The terms of this agreement shall begin July 1, 2013 and shall continue for an indefinite period of time. Either party may terminate this agreement at any time by giving the other party thirty (30) days written notice of termination.

Rosecrance Ware Center
526 W. State Street
Rockford, Illinois 61101

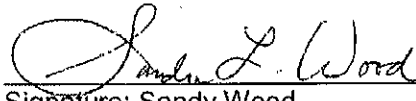
Bridgeway, Inc. (Illinois Growth Enterprises)
2323 Windish Drive
Galesburg, IL 61401



Signature: Mary Ann Abate
Vice President of Community Mental Health

7/24/13

Date



Signature: Sandy Wood
Senior Vice President

8-5-13

Date

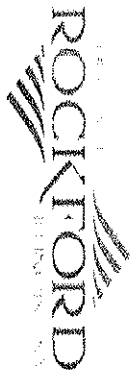
PUBLIC HEARING SIGN IN SHEET

Friday, September 11th, 2015 at 1:00pm

Katie's Cup

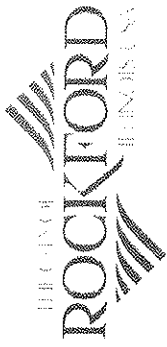


Name	Address	E-mail Address	Organization, if applicable
Kerry Knoble	917 S Main		CCS
Sarah Berkman	803 N. Laurel St		Open Start
Mike Beckwith	715 W. State St.	Mikebeckwith@rockfordcommission.org	RRW
Ken Cleverly	223 S. Wilmhered St	rclever@rockford.org	RHA
Dick Morris	3638 Hermitage Tr Club	rwmorris@stratford.com	Perm in Technology
Nancy J Beusom	812 Garfield Ave	knbeusom1982@aol.net	
Keri Nelson	5183 Hawthorned Suite 3	Kerison@rockfordhabitat.org	Ker2
Diane James	1612 Quindri Rd.	Djames@members.alliance.org	Mombest
Karen Hoffman	3326 Caroline Av 61108	richoffman@rockfordhabitat.org	Rolling Green Assoc
Fiskin Blake R Postka	326 S. 2nd St 61109		Fiskin Blake's
Pam Pam	200 N. 1st St.	Jguc@trinityrockford.org	Trinity House
Lancey Funk	107 N. 3rd St.	funk@ygnkts.com	YGN
Teresa Reuents	715 W. STATE ST	Teresareuents@rockfordcommission.org	



Framing the Next 5 Years
 Comprehensive Plan Update
 Consolidated & Annual Action Plan Update
 Wednesday, October 22, 2014 - 12:00 - 1:30 p.m.
 Katie's Cup - 502 7th Street

Name	Organization	Phone
Jerry Knoble	CCS	963-6236
Jim Hestres	ECS	222-4962
Dana Petri	ASSOCIATED BANK	987-3621
Jan Joum	Trinity House	815 601 6477
Denny Rosewa	Carpenter Plaza	FIS 964-4165
CANDI TUNBERG	Cannoni fan!	773-802-8382
Laver Brown	"	815-319-0943
Estrella Overde	Transform Rockford	815-505-1366
Claudia Woodward	Resident	964-6611
Scott Anderson	Next Rockford	815-904-2407
Mike Johnson	Retail	815 282-0096
[Signature]	Home Start	815 962-2011
Katie Johnson	PSTC	



2015-2019

**City of Rockford
Consolidated Plan
2016 Action Plan and
2015 Update**



Community Development Block Grant Program (CDBG)

- The primary objective of the CDBG program is the development of viable communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and/or moderate income. Goal of 2015 is to stabilize neighborhoods through code enforcement, demolition of substandard property and the rehabilitation of property.
- **Proposed New 2016 Funding Level \$2,059,278**

ELIGIBLE USES
Acquisition and Selling of Real Property
Public Facilities and Improvement
Clearance, Demolition and Relocation of Buildings
Public Services Including Daycare and Fair Housing Activities
Interim Assistance Including Emergency Street Repairs and Improvements
Relocation
Loss of Rental Income Due To Relocation as a Result of CDBG Activities
Removal of Architectural Barriers which Restrict Disabled Mobility
Assistance to Privately-Owned Utilities
Rehabilitation and Preservation Activities
Code Enforcement
Special Economic Development Assistance by City or Non-Profit Entity
Commercial or Industrial Improvement by City or Non-Profit Entity
Special Activities by Sub-Recipients
Planning and Capacity Building

Home Investment Partnership Program (HOME)

- **Proposed New 2016 Funding Level \$777,086**
Grants to units of government to implement local housing strategies designed to increase home ownership and affordable housing opportunities for low and very low income persons.

ELIGIBLE USES
Rehabilitation of Existing Property
Conversion of an Existing Structure to Affordable Residential Housing
Reconstruction Utilizing Existing Foundation
New Construction Under Certain Circumstances
Tenant-Based Rental Assistance
Acquisition of Property
Relocation Costs
Project "Soft Costs"
Administrative Costs

Emergency Solutions Grants Program (ESG)

- **Proposed New 2016 Funding Level \$186,454**
 - The Emergency Solutions Grants Program helps those who are homeless and those who are in eminent danger of becoming homeless. The program was revised as a result of the HEARTH Act of 2009. Below are the eligible activities:

Eligible Activities:
Street Outreach
Emergency Shelter
Rapid Rehousing
Homeless Prevention

Regulatory Requirements

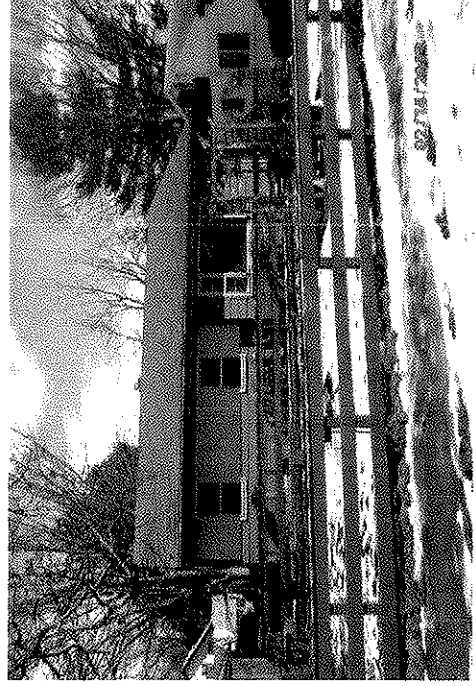
- Program administration expenses and public service activities have regulatory caps of 20% (CDBG), 15% (HOME) and 7.5% (ESG).
- There is also a requirement that 70% of CDBG expenditures benefit low and moderate income. The remaining 30% can address slums and blight.
- The HOME required set-aside for Community Housing Development Organizations is 15% of the grant award.
- In 2015, Rockford continues to meet the regulatory requirements. Rockford is addressing its Priority Housing, Community Development and Homeless Needs through:
 - Code enforcement, demolition of substandard property, and housing rehabilitation.
 - Job training, development assistance/job creation, and rehabilitation
 - Homeless data collection, shelter, and services.

Rehabilitation Programs

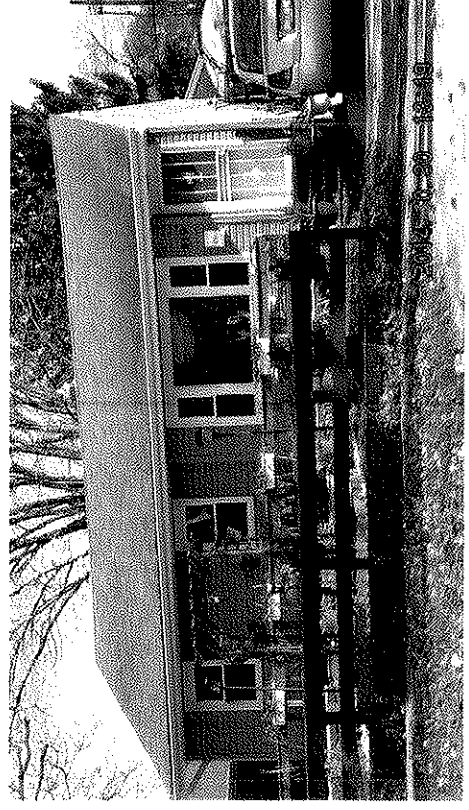
Comprehensive Plan: 1.1(a)

- A grant for \$15,000 to the Regional Access Mobilization Project (RAMP) to cover operational and contractual costs necessary to construct access ramps for 4 low-income, mobility-challenged households.
 - Grant Agreement signed in May 2015 with RAMP, and 1 project is in process.
- 20 units were projected to be assisted through the single family owner-occupied rehabilitation program
 - 10 units assisted through the Focus Area Rehabilitation Program.

Before



After



Code Enforcement

Comprehensive Plan: 1.4(b)

- This activity assists with the salaries and overhead costs associated with the enforcement of state and local codes and supports staff working in the CDBG area.
- As of July 30, 5,053 violations have been addressed. Of those addressed 3,588 were located in the CDBG eligible area. ___ tickets have been issued for vehicle violations.



Homebuyer Assistance

Comprehensive Plan: 1.1(a) and 1.3(d)

- 22 homebuyers were projected to be assisted in 2015
 - Homebuyer Assistance for homes developed using federal funds
 - IHDA Homebuyer/Rehabilitation Program – 20
 - Existing single-family rehabilitation – 1
 - Existing CHDO project – 1
 - In 2015, 1 existing CHDO project was completed and 5 families were assisted through the IHDA Homebuyer/Rehab program.



Assistance To Community Housing Development Organizations (CHDO's)

Comprehensive Plan: 1.1(a)

The Consolidated and Further Continuing Appropriations Act of 2012 requires that Community Housing Development Organizations (CHDOs) demonstrate enhanced development capacity in order to receive financial assistance including operation funds. Ongoing consultations have been facilitated to assist current CHDO's in meeting the requirements.

- This year City Council approved Zion Development Corporation to receive funds for the rehabilitation of 61 units, roof replacement, and security upgrades at Longwood Garden Apartments.

Demolition

Comprehensive Plan: 1.2

- 120 properties are planned to be demolished to remove neighborhood blight using one of three processes: fast track, emergency demolition or donation/demolition. 40 properties (17 were 2014 funds) have been demolished with CDBG funds this year.



Leveraging Resources through Partnerships

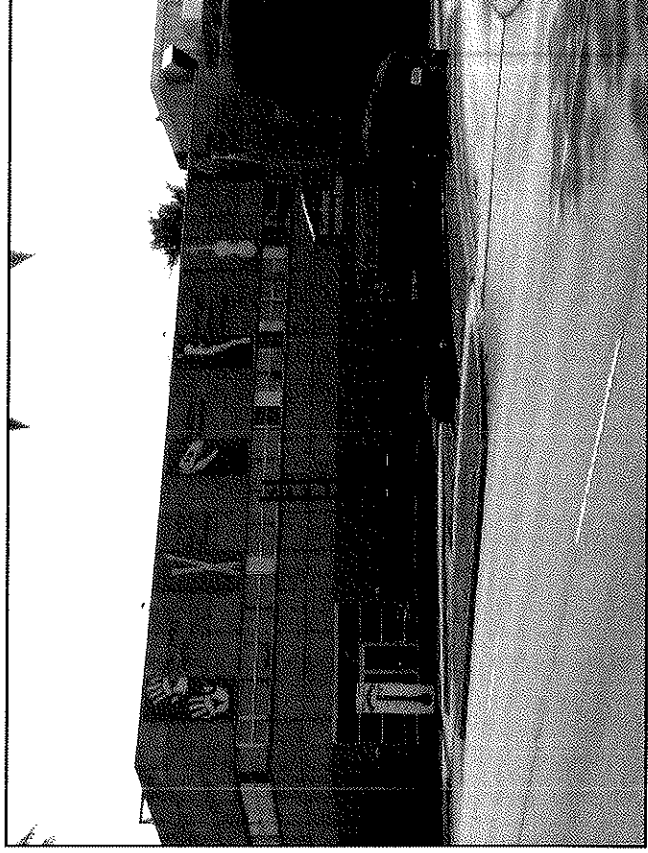
Comprehensive Plan: 1.7

- City of Rockford – Department of Human Services
- HomeStart
- Attorney General National Foreclosure Settlement Award
- Illinois Housing Development Authority (IHDA)
- Northwestern Illinois Area Agency on Aging
- Regional Access Mobilization Program (RAMP)
- Winnebago County Health Department
- Rockford Housing Authority
- Habitat for Humanity
- Rock Valley College
- Comprehensive Community Solutions (deconstruction training)
- Zion Development Corporation
- Local lenders and realtors
- City of Rockford Police Department
- Rockford Corridor Improvements

Public Services Activities

Comprehensive Plan: 13.1(a)

- A \$500,000 grant to the Discovery Center Museum dispersed over ten years in \$50,000 increments to expand the Twenty-First Century After-School program, currently at Conklin, Lathrop and Walker Elementary Schools.
 - 214 children have been assisted.



Emergency Solutions Grant Program

Comprehensive Plan: 1.6(b)

With the passage of the HEARTH Act, new opportunities and new regulations affect ESG with administration funds being increased to 7.5%, a requirement that at least 40% is spent on Rapid Rehousing/Prevention, as well as limiting eligible services to those serving the literally homeless, those at imminent risk of homelessness, those homeless under other federal statutes and those fleeing domestic violence.

- In 2015, there is a local emphasis on rapid rehousing and street outreach. Because the Rock River Homeless Coalition has adopted both a Coordinated Intake/Single Point of Entry and a Housing First approach these two components have become critical to operation of an effective housing approach.

Current Status of ESG Grants

- 2013 ESG recipients have submitted all expenses and we are in the process of completing the full draw of 2013 funds.
2013 recipients: Prairie State Legal Services, MELD and Bridge.
- 2014 ESG funds are 35% expended. The deadline to expend those funds is July, 2016.
2014 recipients: Remedies, MELD, Shelter Care Ministries, Bridge and Zion.
- Current 2015 ESG funds have just gone through the RFP Process with the City of Rockford. Due to the fact that not enough eligible proposals were received when the RFP was issued, the RFP has been re-issued. Once the RFP submissions are received, they will be reviewed by staff, presented to the Continuum of Care and submitted to City Council for approval.

2015 ESG Funding Requests

Current 2015 ESG funds have just gone through the RFP Process with the City of Rockford. Due to the fact that not enough eligible proposals were received when the RFP was issued, the RFP has been re-issued. Once the RFP submissions are received, they will be reviewed by staff, presented to the Continuum of Care and submitted to City Council for approval.

Total funds available for this funding process are \$186,454

Rehabilitation and Development Assistance

Comprehensive Plan: 14.3(d)

- This program provides assistance to businesses or developers making investments within designated areas or creating/retaining permanent jobs.
 - In 2013, four businesses have been assisted to date:
 - Bella Luna Bakery-308 W. State St. (Stewart Square)/Italian Bakery
 - All Paws Dog Grooming – 130 N. 1st St./Dog Grooming & Daycare
 - Krispy Krunchy Chicken– 479 N. Springfield Ave./Chicken Franchise Business
 - CJ's Custom Cuts – 1813 15th Ave./Barber shop relocation from North Main Roundabout

LMA Facade Improvement

Comprehensive Plan: 14.3(d)

- This program provides façade improvements in CDBG eligible areas to assist businesses and help stabilize neighborhoods.

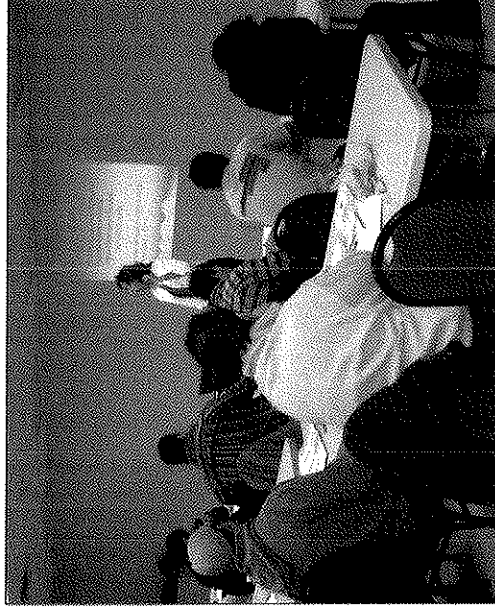
Section 108 – Existing Debt Service

- Refinanced Section 108 Loan resulting in approximately \$79,000 in savings for the City.

Microenterprise Assistance

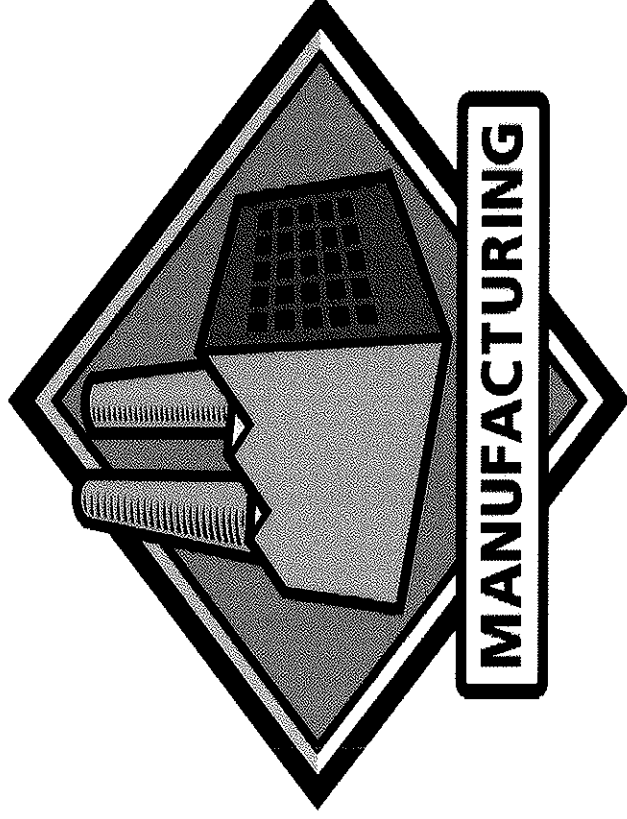
Comprehensive Plan: 14.3(d)

- **Self Employment Training Program** – The RVC Small Business Development Center (SBDC) provides assistance to individuals creating and retaining businesses.
 - Offered three times a year and includes eight sessions.
 - An English and Spanish version class is held each year; Spanish currently in session.
 - A Storefront session will also be added in the Fall Session of this year.
 - Goal is to assist 42 persons; 4 persons have been assisted to date.

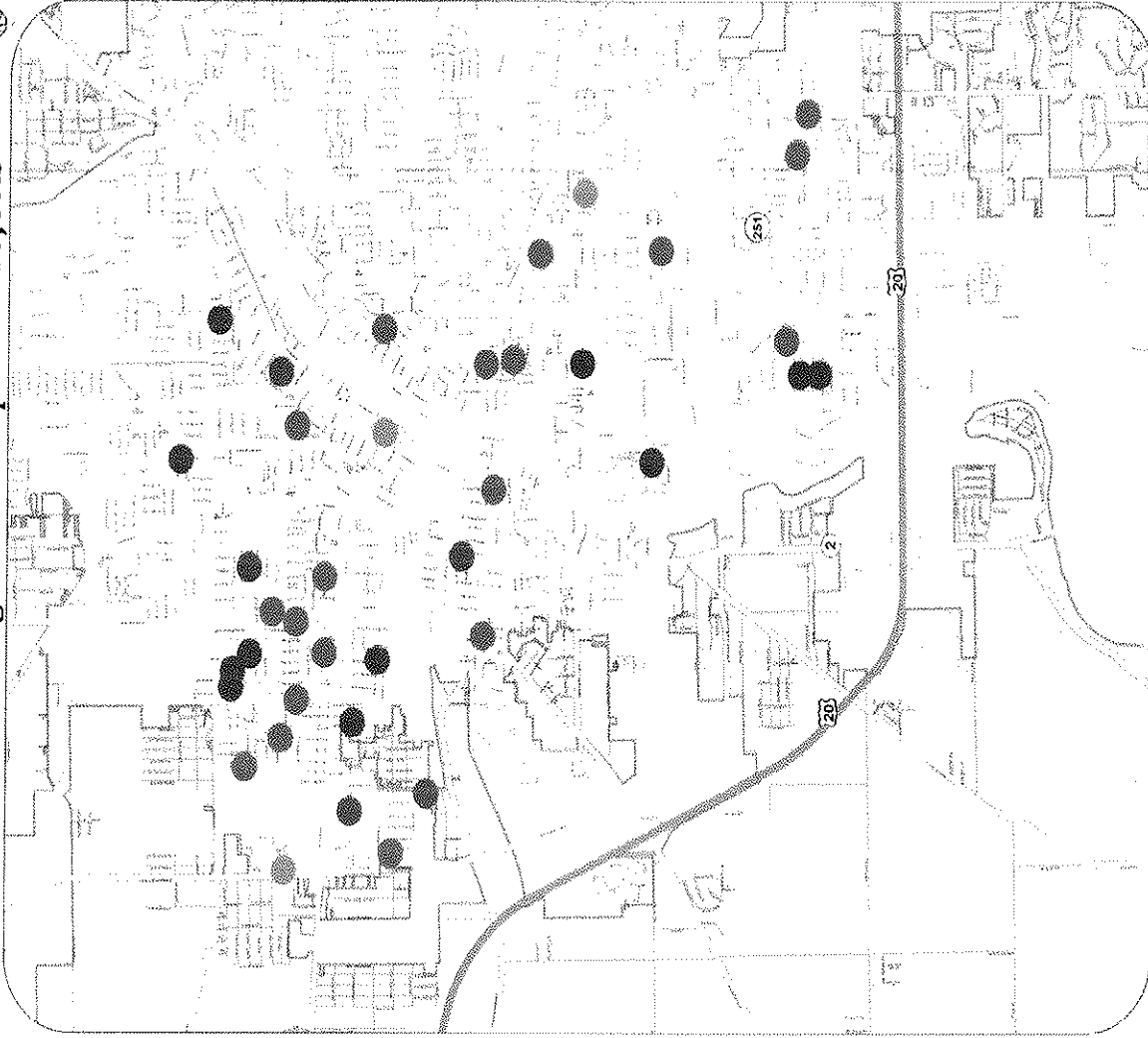


Microenterprise Assistance

- **Manufacturing Self Employment Training Program** – The RVC Small Business Development Center (SBDC) provides assistance to individuals creating and retaining businesses.
 - o This class includes eight sessions and was held in the first quarter of the year and 11 persons were assisted. Goal is to assist 24 persons.



HUD Planning and Development Projects

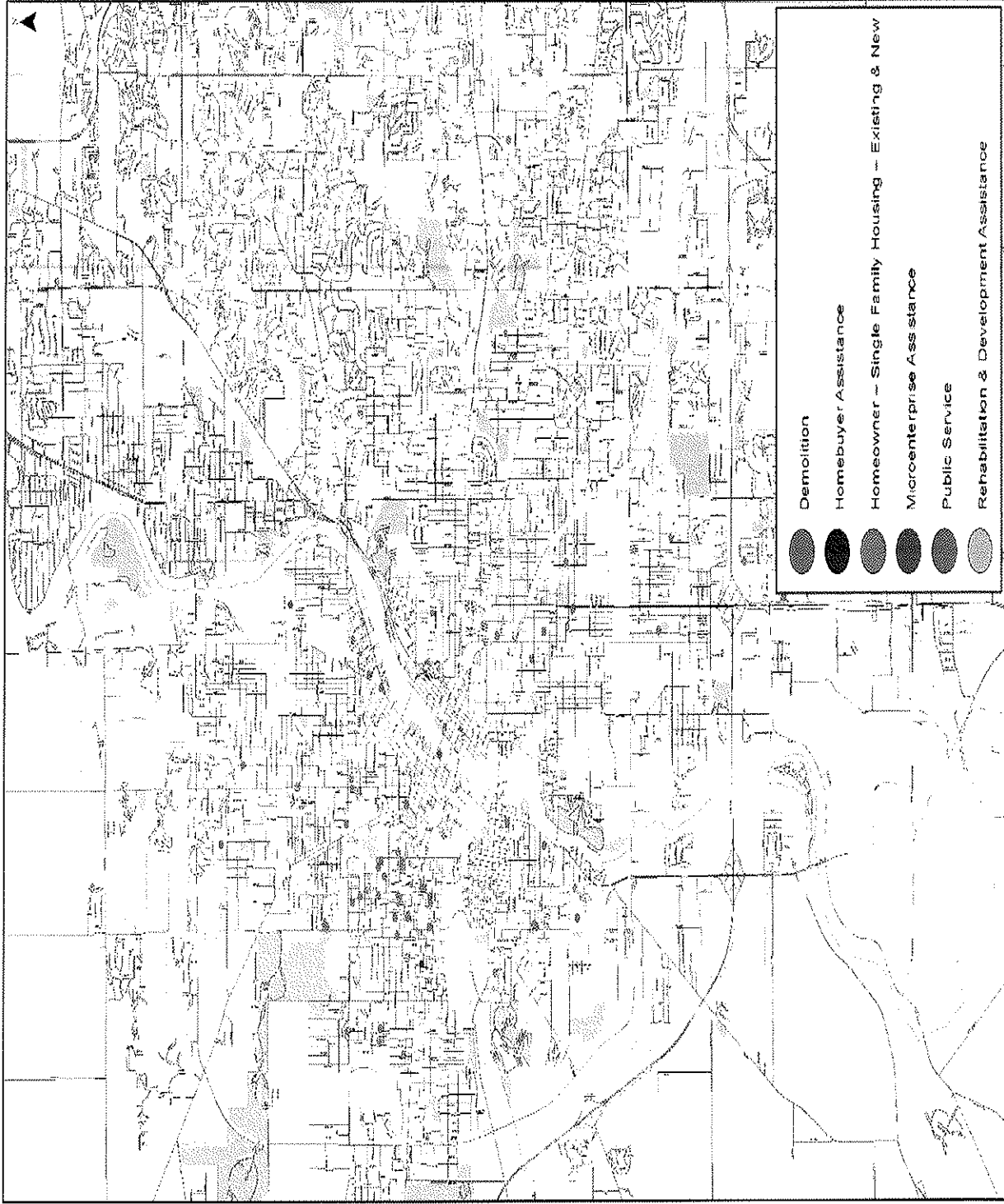


● Demolition

● Homebuyers Assistance

● Homeowner - Single Family Housing - Existing and New

● Rehabilitation and Development Assistance



2015 CDBG and HOME Activities
January 1, 2015 - July 31, 2015

ROCKFORD

Map prepared by
 City of Rockford
 Department of Information Technology

Schedule of Continuation of Process

<u>Date</u>	<u>Activity</u>
August 17 – September 4	Complete narrative portions of plan and budget
September 7-9	Meet with Aldermen and share proposed plan
September 10 & 11	Hold second public input sessions and present draft plan
September 14	Read Plan into City Council with pending date for committee review of 10/26. Publish Plan for 30 day comment period.
September 15	30 day comment period begins. Additional discussions with Aldermen, if needed.
October 16	30 day comment period ends. Staff prepares final changes.
October 26	Plan is discussed at Planning & Development committee
November 9	Committee discussion continued, if needed.
November 9 or 16	Receive City Council approval
Mid-November	Submit to HUD, upon notification
December 15	Complete and publish ER Request for Release of Funds

Questions?