

Before Starting the CoC Application

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

The Collaborative Applicant is responsible for reviewing the following:

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

1A. Continuum of Care (CoC) Identification

Instructions:

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

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1A-1. CoC Name and Number: FL-603 - Ft Myers, Cape Coral/Lee County CoC

1A-2. Collaborative Applicant Name: Lee County Board of County Commissioners

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Lee County Board of County Commissioners

1B. Continuum of Care (CoC) Engagement

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

1B-1. CoC Meeting Participants.

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

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

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

Youth Advocates	No	No	No
School Administrators/Homeless Liaisons	Yes	No	No
CoC Funded Victim Service Providers	Not Applicable	No	No
Non-CoC Funded Victim Service Providers	Yes	No	No
Domestic Violence Advocates	No	No	No
Street Outreach Team(s)	Yes	Yes	Yes
Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	No	No	No
LGBT Service Organizations	No	No	No
Agencies that serve survivors of human trafficking	Yes	No	No
Other homeless subpopulation advocates	Yes	No	No
Homeless or Formerly Homeless Persons	Yes	Yes	No
Mental Illness Advocates	Yes	Yes	No
Substance Abuse Advocates	Yes	Yes	Yes
Other:(limit 50 characters)			
None	Not Applicable	No	No
None	Not Applicable	No	No
None	Not Applicable	No	No

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

Applicants must describe how the CoC:

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

1) Solicitation for input is made regularly through ongoing meetings and community planning efforts. Direct solicitations regarding specific issues/topics are made via email and at in- person meetings, depending upon need. The CoC has recently held several ad hoc meetings to gather input regarding a new coordinated entry (CE) model. Direct solicitations take place with local faith based organizations, housing developers, property owners, homeless and non-homeless service providers, and other interested stakeholders. Governing Board members are regularly encouraged to conduct personal outreach and engage new members. Street outreach staff also engage local businesses and attend law enforcement roll call meetings to encourage them to provide input.

2) All CoC meetings are publicly noticed on the Lead Agency web pages, and via direct e-mail. All meeting agendas and minutes are available on the Lead Agency webpages. Other information, such as the CoC Strategic Plan, written standards, and system performance data are distributed via direct email to all

CoC stakeholders and made available on the Lead Agency webpage. CoC staff also share regular updates during monthly CoC General Membership meetings.

3) CoC staff collect information gathered at public meetings and apply improvements when possible and where necessary. During the past year, the CoC completed a new strategic plan, which implemented a majority of the ideas and innovations received from the Governing Board and CoC membership. During recent discussions regarding our CE model, CoC staff have solicited input from housing providers, outreach staff, and other partners, and adjusted the system flow where necessary.

4) All information shared on the Lead Agency webpage is available in ADA compliant formats and one-click translation enabled. Lee County also has access to translation services should any individual be in need of sign language or other language translation.

1B-2. Open Invitation for New Members.

Applicants must describe:

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

- 1) To become a member of the CoC Governing Board and/or general membership, interested individuals must submit a membership application and conflict of interest form (for Governing Board only). Applications are submitted to the Homeless Coalition for general membership or the Lead Agency for the CoC Governing Board. General membership applicants are able to join throughout the year, but Governing Board members are elected by the general membership at each July annual meeting.
- 2) Solicitations for membership are made via e-mail, social media, direct outreach, and on the Homeless Coalition and CoC's web page. The CoC Governing Board is regularly reminded by the collaborative applicant to reach out to interested parties, especially persons who are homeless or formerly homeless, to expand membership. CoC Board representatives regularly announce board membership opportunities at general membership meetings. The Homeless Coalition provides membership information at all public education presentations. Brochures are distributed during all presentations and events, and volunteers are encouraged to attend meetings and become members.
- 3) All information shared on the Lead Agency webpages is available in ADA compliant formats and one-click translation enabled. Lee County also has access to translation services should any individual be in need of sign language or other language translation.
- 4) The CoC accepts applications for new Governing Board and general members year round. This rolling application process ensures members represent a wide range of stakeholders, and all interested parties are allowed to participate in the CoC.

5) The lead agency conducts direct outreach to homeless and -formerly homeless persons, as well as other interested individuals and organizations, and encourages service providers recommend current and former clients for membership on the CoC Governing Board.

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

Applicants must describe:

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

- 1) The lead agency issued an addendum to the 2019 Request for Applications (RFA) for 2019 Funding to Address Homelessness in accordance with 2019 CoC NOFA guidelines for new project funds made available through reallocation and the CoC bonus. The RFA was posted on the CoC's webpage, Facebook page, and sent via direct email through County and Homeless Coalition distribution lists. The addendum and RFA provided submission instructions and applicant eligibility guidelines for applicants. The RFA explicitly stated, "All public (local government) and private non-profit agencies that currently provide services, as well as those that want to expand to provide services, for persons experiencing homelessness and/or those at-risk of becoming homeless are eligible to apply." Applications were submitted via email according to the RFA, which stated, "Applications for new CoC projects must be submitted via email to Jeannie Sutton at jsutton@leegov.com, on or before August 9, 2019 at 5:00 pm."
- 2) All applications that are submitted prior to the deadline and from an eligible organization are forwarded to the Performance Evaluation and Ranking Committee to be considered for inclusion in the CoC's application.
- 3) The addendum to the RFA was distributed on July 5, 2019 and applications were accepted through August 9, 2019.
- 4) All information shared on the Lead Agency webpages is available in ADA compliant formats. Lee County also has access to translation services should any individual be in need of sign language or other language translation.
- 5) Lee County received 9 new project applications prior to the submission deadline, 6 of which were from organizations that have not previously received CoC funding in Lee County. All project applications were reviewed based on the published Ranking Committee Procedures and Ranking Tool. Four new project applications from organizations that have not previously received CoC funding

in Lee County are being submitted for funding consideration.

1C. Continuum of Care (CoC) Coordination

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

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

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

Family Health Centers	Yes
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1C-2. CoC Consultation with ESG Program Recipients.

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

1) The CoC consulted with ESG program recipients during the 2019 Consolidated Plan process. There are 3 Consolidated Planning Jurisdictions (CPJ) within the CoC's geographic area: Lee County and the Cities of Fort Myers and Cape Coral. Lee County is the only ESG entitlement entity. The CoC is consulted during regular meetings on ESG funding decisions, which include the use of ESG funds for rapid re-housing. All CPJs are members of the Governing Board or general membership and are actively involved in meetings and planning. 2) The Collaborative Applicant reviews performance for ESG programs through ongoing monitoring, PIT and HIC data, and CoC system performance data is distributed to CPJs and CoC membership via email and at meetings. 3) The CPJ's active engagement with the CoC ensures that information regarding homelessness is clearly communicated and address in the Consolidated Planning processes. Collaboration among all CPJs occurs daily through program referrals and meetings for various other grant programs.

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

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

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

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

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

Applicants must describe:

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

1) The housing authorities and CoC written standards enforce the provisions of the Violence Against Women Act Final Rule, which outlines practices to protect the safety and security of individuals fleeing domestic violence and sexual assault and include an emergency transfer plan. Emergency transfers are made as quickly as possible to ensure client safety. In all programs, priority is given for eligible individuals and families who are relocating as per the Emergency Transfer Plan, and in accordance with 24 CFR 576.409. All covered housing providers must maintain records on emergency transfers requested under 24 CFR 5.2005(e). Data must include the outcomes of each request, and must be provided to the collaborative applicant upon request. The administrative plans for Lee County Housing Authority and Housing Authority for the City of Fort Myers also have preferences for individuals and families who have been subjected to or a victim of domestic violence, dating violence, sexual assault, or stalking. 2) Lee County's coordinated entry system is run in partnership with United Way 211. 211 call takers screen all clients for DV and Veteran Services during the first several minutes of the call. If clients are in need of DV services direct referrals are made from 211 to the ACT shelter, Lee County's DV shelter and counseling provider. Referrals are made outside of the HMIS system to protect victim's personally identifying information. If clients are identified as DV victims and do not want ACT shelter, they are routed through the Coordinated Entry system to be prioritized for housing with other clients. In the future, the CoC would like to receive anonymized referrals from the ACT shelter for the CoC Funded DV RRH program.

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

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

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

1) All direct service staff at ACT are required to have at least 16 hours of domestic violence training annually, and new hires receive over 60 hours of training in their first 90 days. Some trainings include Trauma Informed Care, Domestic Violence and the Effects on Children, Best Practices, Post Traumatic Stress Disorder, Understanding the Interaction between Addiction and Domestic Violence, and others as they are available. Children's counselors attend an annual Youth Summit to learn best practices when working with children. ACT also provides various trainings to community professionals including law enforcement, medical professionals including physicians, Department of Children and Families, Department of Health, and other professionals in our

community. In addition, the collaborative applicant hosted a Trauma Informed Care and Motivational interview training, which was open to the entire CoC on September 12, 2018. ACT is also provided training on best practices in serving DV survivors during the October 2018 CoC general membership meeting.

2) Coordinated entry staff receive training in the following areas:

- Cultural Diversity, Health Disparities and Public Health
- Reporting Child Abuse and Neglect
- HIPAA & Confidentiality
- Trauma Informed Care
- Motivational Interviewing
- Applied Suicide Intervention Skills Training
- Psychological First Aid
- Various in-services regarding programs & services (ongoing), including Victim Advocate services, mental health services, etc.
- Position specific trainings, such as Advocacy Core Training, Telling Your Story, Peer Support & Recovery, etc.

The Coordinated Entry call line, powered by 211, is staffed outside of regular business hours by the Abuse Counseling and Treatment Center (ACT). The 211 line is open 24/7 and DV survivors can access assistance directly through the ACT shelter 24/7.

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

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

Data from the local DV provider, Abuse Counseling and Treatment (ACT), and the 2019 PIT count and HIC was used to assess the scope of needs related to survivors of domestic violence. The ACT shelter uses an Osnium database, which is comparable to HMIS, to collect client data and monitor outcomes. Specific data elements such as the number of individuals served, bed capacity and utilization, and length of stay were used to determine community wide needs. From 10/1/2017 through 9/30/2018 the ACT shelter served 3,111 clients with residential and outreach services. The 2019 HIC included 98 beds at the ACT shelter, with a 74% utilization rate. Consultation with the ACT shelter revealed that there are approximately 541 DV survivors in need of housing and supportive services. The determination for services occurs during our conversation with the program participant. Services/referrals are offered based on the needs expressed by the program participant.

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

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

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

			Moving On
Lee County Housing Authority	14.00%	Yes-Both	No
Housing Authority of the City of Fort Myers	3.00%	Yes-Both	No

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

Applicants must:

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

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

1) The CoC regularly coordinates with the two PHA's in the geographic area. The Lee County Housing Authority and the Housing Authority of the City of Fort Myers are both familiar with the needs of persons who are homeless and the communities housing needs through their active participation on the CoC Governing Board and general membership. The PHA's regularly work with the Collaborative Applicant to develop new housing units and implement new programs, such as the Mainstream Vouchers program. Both PHA's have had a homeless admissions preference for several years and continue to assist the CoC in meeting the needs for persons experiencing homelessness in Lee County. The Collaborative Applicant has also discussed developing and implementing Move On strategies with the PHA and PSH provider and hopes to have a strategy implemented by the 2020 CoC funding competition.

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

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

No

1C-5. Protecting Against Discrimination.

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

Lee County recently updated the Regional Analysis of Impediments (AI) to Fair Housing Choice for the 2019-2023 Consolidated Plan cycle. As part of this update, Lee County held more than eight Community Conversation meetings where public input was received regarding fair housing issues. Comments were implemented into the new AI, which identified 6 regional impediments to fair housing. Lee County tracks quarterly progress toward addressing these impediments, and works with the Cities of Cape Coral and Fort Myers and the

PHA to address fair housing needs. These jurisdictions also collaborate to host an annual Fair Housing summit. The Summit features guest speakers from the HUD Miami Field Office, the Tampa based U.S. Attorney's Office, Florida Housing Coalition, Florida Rural Legal Services, and more. In-depth presentations about the Fair Housing Act, best practices for property managers and owners, and information regarding Fair Housing services are given during the Summits.

The lead agency has planned to use a portion of the 2018 CoC Planning grant to host an updated community wide equal access training. CoC funded agencies last attending a group listen session regarding the equal access rule in 2017. Funded projects are currently monitored for compliance with 24 CFR 5.105(a)(2).

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

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

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

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

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

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

	<input data-bbox="1341 216 1427 264" type="checkbox"/>
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1C-7. Centralized or Coordinated Assessment System. Attachment Required.

Applicants must:

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

1) Southwest Florida Connect (SWFLC), is Lee County's Coordinated Entry System. The focus of SWFLC is designing and maintaining a system which quickly identifies, assesses, prioritizes, and refers clients experiencing homelessness to permanent housing solutions. Access is provided from any location within the CoC's geographic area by calling 211 or the local phone number. Clients who do not have access to phones can walk into any service provider and call 211 with a staff member or case worker.

2)SWFLC is advertised through flyers and other mediums, and to service providers in the community as the one front door to housing and services in Lee County. Marketing materials have been designed in English and Spanish, and are made available in accessible formats on the Lee County webpage. SWFLC works directly with street outreach teams throughout the community whose objectives include providing services to those most in need, including those least likely to access homeless services on their own. The assessment and prioritization processes ensure that those with the highest barriers are prioritized for housing interventions commensurate with their needs.

3) Clients who complete assessments are referred to an outreach staff and/or shelter, if the client chooses. Those referrals are received and the client is engaged by outreach within 48 hours. If the client does not want shelter or outreach, they will be added to the Connection List to be prioritized for housing, and outreach staff will continue to attempt engagement. SWFLC staff manages the Connection List, and prioritizes clients by their housing needs, resources, strengths, service needs, and vulnerability to unsheltered homelessness. Referrals to housing resources will take place at regular Connection Meetings and as housing resources become available.

1D. Continuum of Care (CoC) Discharge Planning

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1D-1. Discharge Planning Coordination.

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

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

1E. Local CoC Competition

Instructions

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

Applicants must indicate whether the CoC:

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

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

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

1. Used objective criteria to review and rank projects for funding (e.g., cost effectiveness of the project, performance data, type of population served);	Yes
2. Included one factor related to improving system performance (e.g., exits to permanent housing (PH) destinations, retention of PH, length of time homeless, returns to homelessness, job/income growth, etc.); and	Yes
3. Included a specific method for evaluating projects submitted by victim services providers that utilized data generated from a comparable database and evaluated these projects on the degree they improve safety for the population served.	No

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

FY2019 CoC Application	Page 16	09/24/2019
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Applicants must describe:
 1. the specific severity of needs and vulnerabilities the CoC considered when reviewing and ranking projects; and
 2. how the CoC takes severity of needs and vulnerabilities into account when reviewing and ranking projects.
 (limit 2,000 characters)

- 1) The severity of needs and vulnerabilities criteria used when ranking projects included prioritization of high vulnerability populations based on VI-SPDAT score, housing first practices, use of Coordinated Entry to receive referrals, targeting of project resources to high need populations.
- 2) The factors are present on the funded project report cards presented to the CoC Governing Board, funded agencies, and the performance evaluation and ranking committee, and are reviewed at least quarterly. These project-ranking criteria accounted for roughly 62% of the total points available to each renewal project during the local competitive process.

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

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

Public Posting of Objective Review and Ranking Process		Public Posting of CoC Consolidated Application including: CoC Application, CoC Priority Listing, Project Listings	
1. Email	<input checked="" type="checkbox"/>	1. Email	<input checked="" type="checkbox"/>
2. Mail	<input type="checkbox"/>	2. Mail	<input type="checkbox"/>
3. Advertising in Local Newspaper(s)	<input type="checkbox"/>	3. Advertising in Local Newspaper(s)	<input type="checkbox"/>
4. Advertising on Radio or Television	<input type="checkbox"/>	4. Advertising on Radio or Television	<input type="checkbox"/>
5. Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>	5. Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>
6. Did Not Publicly Post Review and Ranking Process	<input type="checkbox"/>	6. Did Not Publicly Post CoC Consolidated Application	<input type="checkbox"/>

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

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

Reallocation: 7%

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

Applicants must:

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

- 1) A funded agency may voluntarily reallocate its existing project by reducing its project’s annual renewal amount in completely or in part. Individual meetings are scheduled with each agency to discuss project performance, CoC priorities, & other factors that may affect funding. If, after reasonable correction efforts have been made, deficiencies remain, the project may be recommended for reallocation. Reallocation is made based on project performance, utilization, effectiveness, participation in HMIS, & CoC funding priorities. The Performance Evaluation & Ranking Committee (PERC) evaluates all projects to determine if there is a need for reallocation. The PERC forwards recommendations to the Board for a vote. Recipients selected for reallocation receive notification in writing, outside of e-snaps.
- 2) Project Ranking and Reallocation Policies and Procedures were approved by the CoC Governing Board on February 13, 2019.
- 3) The reallocation policies & procedures are included via link in the NOFA published by the CoC, & available on the CoC webpage. In 2019, renewal applicants were required to provide a letter of intent to renew or reallocate as confirmation that they had reviewed the policies & the current year's NOFA. The policies & procedures are also reviewed during pre-applications meetings.
- 4) The PERC has been meeting at least quarterly since January 2019. The PERC reviews report cards for each CoC funded project. Report cards data on the project’s success in achieving local performance standards, data quality, timely spending, & participation in the CoC.
- 5) Upon review of Salvation Army (TSA) performance and the community need for RRH, the Committee elected to recommend partial reallocation; the Governing Board approved on May 7, 2019. Notification was sent to TSA via emailed letter on May 14, 2019. The amount being reallocated was based on 2 case managers dedicated to the RRH Program with a max. caseload of 20 households each.

DV Bonus

Instructions

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

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

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

1F-1 DV Bonus Projects.

Applicants must indicate whether the CoC is requesting DV Bonus projects which are included on the CoC Priority Listing: No

Applicant Name	DUNS Number
This list contains no items	

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

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

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2A-1. HMIS Vendor Identification. Client Services Network; Bell Data Systems

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

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

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

Project Type	Total Number of Beds in 2019 HIC	Total Beds Dedicated for DV in 2019 HIC	Total Number of 2019 HIC Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	231	90	116	82.27%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	16	0	16	100.00%
Rapid Re-Housing (RRH) beds	146	0	146	100.00%
Permanent Supportive Housing (PSH) beds	436	0	79	18.12%
Other Permanent Housing (OPH) beds	21	0	21	100.00%

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

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

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

The Fort Myers Rescue Mission, a faith-based organization, has 25 emergency shelter beds. The agency is disinclined to participate in HMIS, which prevents the 85% HMIS bed coverage threshold from being met for ES beds. The Fort Myers Rescue Mission does provide the Collaborative Applicant with complete client surveys during the annual point-in-time count.

Permanent supportive housing beds are provided by the Housing Authority of the City of Fort Myers and the Lee County Housing Authority through VASH Vouchers. Both Housing Authorities are currently working with the Collaborative Applicant to gain access to HMIS.

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

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

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

**Applicants must enter the date the CoC submitted the 2019 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX).
(mm/dd/yyyy)** 05/15/2019

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

Instructions:

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

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2B-1. PIT Count Date. 01/27/2019

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

2B-2. PIT Count Data–HDX Submission Date. 04/30/2019

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

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

Applicants must describe:

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

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

(limit 2,000 characters)

1) & 2) No changes were implemented in the sheltered count methodology, however there was a data quality issue that lead to the originally submitted shelter count being incorrect. The data quality issues resulted in the number of persons staying in ES, to be much higher than the number of ES beds available within the CoC. The error was found to be an incorrect or missing housing date for clients that were in ES, but entered into the Rapid Rehousing program. The lead agency worked with the TA provider to adjust the data submitted in HDX. The lead agency has also met with the sub-recipient that was responsible for the data error, developed a plan to correct the errors and will conduct regular

data quality monitoring going forward. Improvements to the HMIS system, being funded with the HMIS Capacity Building Program, will also ensure that regular data quality monitoring is completed for all projects.

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

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

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

Applicants must describe:

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

- 1) The CoC attempted to better reach and count persons experiencing unsheltered homelessness by conducting the count at a variety of service locations throughout the geographic area. The CoC included service locations at the farthest ends of the geographic area and distributed incentives and flyers to each location in advance of the county.
- 2) The CoC's unshelter count declined by 20%. There are two possible explanations for the decline. First being that the CoC hired a dedicated street outreach staff during the last half of 2018. The outreach staff has successfully connected many clients to shelter and housing resources. The second possible explanation is that the change in count methodology reduced the number of persons who were counted.

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

Applicants must:

Indicate whether the CoC implemented specific measures to identify youth experiencing homelessness in their 2019 PIT count. No

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

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

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

The CoC attempted to better reach and count persons experiencing unsheltered and chronic homelessness by conducting the count at a variety of service locations throughout the geographic area. The CoC included service locations at the farthest ends of the geographic area and distributed incentives and flyers to each location in advance of the county.

3A. Continuum of Care (CoC) System Performance

Instructions

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

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

Applicants must:

Report the Number of First Time Homeless as Reported in HDX.	724
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3A-1a. First Time Homeless Risk Factors.

Applicants must:

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

1) The CoC strategic plan has set goals for using data to understand the risk factors for persons becoming homeless for the first time. These include gathering and analyzing trends related to the seasonal, racial, ethnic, industrial, and geographic characteristics of persons experiencing homelessness in Lee County. The CoC also plans to examine occupational data for individuals and families receiving homelessness prevention assistance and diversion statistics to better understand what causes a household to become homeless for the first time, and what resources are needed to prevent and/or divert them from the homelessness response system.

2) There are currently 2 homelessness prevention programs within the CoC that

offer supportive services and assistance with past due rent/utilities to prevent individuals and families from becoming homeless for the first time. In addition, the CoC has encouraged the implementation of diversion practices in all programs. The Coordinated Entry System attempts diversion with all clients. Outreach and shelter staff continue diversion conversations as clients on the Connection List wait for permanent housing resources.

3) Goals for each system performance measure are set by the CoC Governing Board and incorporated into the CoC Strategic Plan. The CoC has set a goal of decreasing the number of persons who become homeless for the first time by 20% each year, over the next five years. Collaborative applicant staff actively monitor project performance. System and project level performance data is reviewed by the Performance Evaluation and Ranking Committee at least quarterly.

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

Applicants must:

Report Average Length of Time Individuals and Persons in Families Remained Homeless as Reported in HDX.	37
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3A-2a. Strategy to Reduce Length of Time Homeless.

Applicants must:

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

1) In 2018, the CoC identified that long periods of homelessness were due to long emergency shelter (ES) stays. Clients would often stay in ES for an average of 90 days while searching for permanent housing. The Lead Agency worked with the shelter and rapid re-housing provider to ensure housing first practices were being used to move households as quickly as possible from the shelter to permanent housing. The CoC is also building a dynamic street outreach team focused on quickly connecting persons experiencing unsheltered homelessness to permanent housing. There are currently two street outreach staff, and a third is being hired to target families residing in their cars.

2) Length of time homeless is a prioritization factor within the Coordinated Entry System. The CoCs Connection List (by-name list) is sorted according to prioritization and includes columns for the length of time and number of times homeless.

3) Goals for each system performance measure are set by the CoC Governing Board and incorporated into the CoC Strategic Plan. The CoC, through consultation with local service providers, has determined that no persons should remain homeless for longer than 90 days. Collaborative applicant staff actively monitor project performance. System and project level performance data is reviewed by the Performance Evaluation and Ranking Committee at least

quarterly.

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

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations as reported in HDX.	39%
2. Report the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.	89%

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

Applicants must:

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

(limit 2,000 characters)

- 1) The CoC aims to increase the rate of permanent housing exits from ES, TH, and RRH by offering supportive services both during program participation and after program exit. The CoC has established a goal for all programs to develop service solutions that are focused on building community based support networks and increasing economic mobility. Peer-based problem solving clinics are hosted to assist clients in learning to navigate minor financial crises, such as unexpected medical expenses or vehicle repairs. Financial literacy and budget classes are also provided to ensure clients have the tools necessary to maintain housing stability after program exit.
- 2) Goals for each system performance measure are set by the CoC Governing Board and incorporated into the CoC Strategic Plan. The CoC has determined that a minimum of 65% of persons should be exited to a permanent housing destination. Collaborative applicant staff actively monitor project performance.
- 3) The CoC aims to increase the rate of Permanent Housing exits from PSH projects by connecting individuals to public housing and other long term permanent housing solutions. The CoC has established a goal for all PSH

programs to implement a move-on strategy with the PHAs. The CoC recently started a SOAR collaborative, and has set a goal to increase the number of SOAR trained case managers at each service provider.

4) Goals for each system performance measure are set by the CoC Governing Board and incorporated into the CoC Strategic Plan. The CoC has determined that a minimum of 65% of persons should be exited to a permanent housing destination. Collaborative applicant staff actively monitor project performance. System and project level performance data is reviewed by the Performance Evaluation and Ranking Committee at least quarterly.

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

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.	9%
2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.	4%

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

Applicants must:

- 1. describe the strategy the CoC has implemented to identify individuals and persons in families who return to homelessness;**
- 2. describe the CoC’s strategy to reduce the rate of additional returns to homelessness; and**
- 3. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the rate individuals and persons in families return to homelessness. (limit 2,000 characters)**

1)The CoC strategic plan sets goals specific to using data to understand the risk factors for returns to homelessness. These include gathering and analyzing trends relating to the seasonal, racial, ethnic, occupational, and geographic characteristics of persons in a housing program. The CoC is also engaged with the jails to identify risk factors for recidivism among justice-involved individuals. The re-entry committee is actively coordinating housing and services for clients who were homeless prior to incarceration.

2) The CoC has outlined action steps to reduce the rate of returns to homelessness, these include using data to understand the risk factors for returns, developing service solutions that are focused on building community based support networks and increasing economic mobility, implementing move-on strategies, and encouraging the use of shared housing.

3)Goals for each system performance measure are set by the CoC Governing Board and incorporated into the CoC Strategic Plan. The CoC, through consultation with local service providers, has determined that no more than 35% of persons who are exited to permanent housing destinations should return to homelessness. System and project level performance data is reviewed by the Performance Evaluation and Ranking Committee at least quarterly.

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

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their employment income from entry to exit as reported in HDX.	7%
2. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their non-employment cash income from entry to exit as reported in HDX.	29%

3A-5a. Increasing Employment Income.

Applicants must:

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

1)The CoC strategic plan sets goals for increasing clients economic mobility by ensuring service providers are aware of available career services and organizations, increasing collaboration with Goodwill Job Links, and integrating job skills and resume building services into rental assistance programs.

2) The CoC strategic plan also sets goals to increase community awareness about United Way House and Goodwill services, which assist clients in accessing employment through training, resume and application assistance. These services are anticipated to increase client's access to employment. Additional programs funded through the Homeless Coalition, provide necessary equipment, such as work boots, to reduce barriers to employment. The CoC lead agency Lee County employs a full-time employment counselor that promotes partnerships and access to employment opportunities with private employers and private organizations by attending job fairs, and conducting regular outreach to employers and staffing agencies.

3) Case managers regularly coordinate referrals to Career Source who provides job training and placement into mainstream employment organizations. A Collaborative Applicant staff member is only on the Workforce Development Board which is tasked with administering state and federal funding designated for employment and training services for individuals and new or expanding businesses.

4) Goals for each system performance measure are set by the CoC Governing Board and incorporated into the CoC Strategic Plan. CoC, through consultation with local service providers, has determined that a minimum of 45% of leavers and 45% of stayers should increase income by program exit. System and project level performance data is reviewed by the Performance Evaluation and Ranking Committee at least quarterly.

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

Applicants must:

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

1) The CoC has implemented a regular SOAR workgroup meetings, and has set a goal to have at least one SOAR dedicate case manager at each homeless service provider. All case managers regularly connect clients to SNAP and other public benefits.

2) To increase access to non-employment income sources, such as SSI and SSDI, the CoC uses SOAR trained case managers located at several agencies throughout the CoC's geographic area. The CoC also collaborates with the managing entity, Central Florida Behavioral Health Network, to provide SOAR training and increase collaboration among SOAR case managers. The collaborative applicant has a dedicated SOAR case manager to ensure that clients receiving services through existing programs have access to non-employment income sources.

3) Goals for each system performance measure are set by the CoC Governing Board and incorporated into the CoC Strategic Plan. CoC, through consultation with local service providers, has determined that a minimum of 45% of leavers and 45% of stayers should increase income by program exit. System and project level performance data is reviewed by the Performance Evaluation and Ranking Committee at least quarterly.

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

Applicants must describe how the CoC:

1. promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and

2. is working with public and private organizations to provide meaningful, education and training, on-the-job training, internship, and employment opportunities for residents of permanent supportive housing that further their recovery and well-being.

(limit 2,000 characters)

1) The CoC lead agency maintains a strong relationship with the local Workforce Development Board, Good-Will Job Links, Disability Navigator and Dressed for Success to provide meaningful education and training, on-the-job training, internships, and employment opportunities for clients. A recent example, was the Section Change Job Fair, held on August 29, 2019. The fair was a collaborative effort by Goodwill, Career Source of SWFL, the Lee County Homeless Coalition, and many other non-profit entities. Employers from hospitality, skilled trades, construction, cleaning, retail, food services, and landscaping industries were present. More than 400 job seekers attended, 898 interviews were complete, and 69 immediate job offers were made. Human and Veteran Services and the Salvation Army have dedicated employment specialists who assist clients with locating employment opportunities, job training, and job skills programs. CoC service providers also work with Dress for

Success, an organization that provides professional attire and development tools to empower women to achieve economic independence.
 2) To increase employment in PSH programs, CASL Case Managers work with each client to access the resources necessary for secure employment, according to their goals. In some cases, this includes helping the client search for jobs and submit online applications, for others, this includes helping set appointments with organizations such as CareerSource and Goodwill Industries. Case managers connect clients with local educational facilities, such as technical colleges. CASL also collaborates with Hope Clubhouse, an International Center for Clubhouse Development accredited program. Their model is based upon recovery through work and supported employment. Residents gain independence and abilities through the Hope Clubhouse. CASL case managers work with the Hope Clubhouse staff to assist in permanent job placement.

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

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

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

3A-6. System Performance Measures Data–HDX Submission Date 05/31/2019

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

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

Instructions

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

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3B-1. Prioritizing Households with Children.

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

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

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

Applicants must:

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

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

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

- 1) RRH programs use the Coordinated Entry System and housing specialists to rapidly rehouse families with children as quickly as possible. The Coordinated Entry System assesses and prioritizes families with children for housing and services based on vulnerability and severity of service needs. Families prioritized for rapid rehousing meet with housing specialists, who identify housing barriers and service needs. The CoC is also building a robust street outreach team, including 1 new outreach staff who will be dedicated quickly engaging and connecting households with children to permanent housing.
- 2) The CoC addresses housing and service needs by offering wrap-around supportive services throughout program participation and after program exit. All RRH participants are given the opportunity to participate in supportive services for up to 6 months after program exit to ensure self-sufficiency. Supportive services include referrals to job training, employment assistance, behavioral health treatment, education services, and more, all of which are structured to assist the client in gaining and maintaining self-sufficiency. All RRH programs adhere to the “Just Enough Assistance” principle to ensure that the minimum financial assistance is provided for the shortest period of time possible, as necessary for a household to maintain stable housing.
- 3) Goals for each system performance measure are set by the CoC Governing Board. Collaborative applicant staff actively monitor project performance. System and project level performance data is reviewed by the Performance Evaluation and Ranking Committee at least quarterly.

3B-1b. Antidiscrimination Policies.

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

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

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

Needs.

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

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

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

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

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

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

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

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

1) The CoC reviews data regarding the number of youth who are homeless and pursues resources based on the demonstrated need. The Partnering for Results program, funded by the collaborative applicant, was increased during the 2018-2019 fiscal year to provide and additional \$600,000 to the Early Learning

Coalition (ELC) and other non-profit agencies who provide housing and services for unaccompanied and parenting youth. In addition, Lee County Housing Authority has 25 Family Unification Vouchers, which are used for youth aging out of foster care and preventing family separation. Youth receiving FUP assistance are also provided priority for the PHA's Family Self Sufficiency program, which increases positive exits to permanent housing and allows resources to be used for new families. Additional funding is also made available through the State Housing Initiative Partnership's 20% special needs set-aside, which designates young adults formerly in foster care as an eligible population group.

2) The CoC has a discharge planning MOU with Children's Network of SWFL (local DCF contractor) to facilitate housing and services for youth aging out of the foster care system. Referrals for services and housing for youth experiencing homelessness are made to CoC partner agencies, such as The Salvation Army, Early Learning Coalition (ELC), Children's Home Society (local youth service provider), Beyond Barriers (local youth service provider), Lee County Schools, Lutheran Services (local youth service provider), DCF, and Center for Progress and Excellence (local behavioral health provider). Unaccompanied youth, below age 18, who are experiencing unsheltered homelessness can access emergency shelter at Lutheran Services Oasis Shelter. Additionally, Children's Network of SWFL offers extended foster care, independent living, and postsecondary educational service and support programs for youth aging out of foster care.

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

Applicants must:

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

1 & 2) To examine the overall effectiveness of programs currently available within the CoC's geographic area, the CoC reviews data regarding the number of youth who are homeless at least annually. The 2018 PIT count revealed a total of 22 youth and the 2019 count included 12 youth, ages 18-24, who were homeless on the night of the count. The CoC measures the effectiveness of youth specific programs, such as FUP, by reviewing the utilization rate of the vouchers. As of September 1, 2019 the utilization rate is 100%. The impacts of increased funding to the Early Learning Coalition will be measured by the increased number of children being provided services. The performance measures for additional programs funded by Partnering for Results are reviewed as contracts are monitored.

3) The CoC believes these data sources and measurements are the most appropriate means to measure the effectiveness existing programs to address the needs of youth experiencing homelessness because they provide a clear picture of the number of youth being served, as well as those who are at risk for homelessness. The CoC can then use this data to pursue additional resources

based on the demonstrated need.

3B-1e. Collaboration–Education Services.

Applicants must describe:

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

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

(limit 2,000 characters)

- 1) The Salvation Army has a formal MOU with the Early Learning Coalition to provide childcare for families who are experiencing homelessness, and/or are enrolled in the CoC funded RRH program. The collaborative applicant also provides funding to the Early Learning Coalition (ELC), through a contract, to increase the number of families that can be assisted with child care each year. The CoC has also executed a member agency MOU with Lutheran Services, who receives RHY funding to provide emergency shelter and services for youth within the CoC'S geographic area.
- 2) A Lee County School District representative is present at CoC meetings and provides feedback in CoC and other program planning. The school district also collaborates with homeless outreach staff, and staff at the Salvation Army to ensure that children in outreach and RRH programs are enrolled in appropriate services at school. This includes referring homeless families with children to the School District's homeless student program, A.C.C.E.S.S., and providing information regarding local technical schools and universities, which may offer programs and assistance for persons who are homeless. Additional collaboration takes place during CoC Governing Board and general membership meetings which are attended by non-profit youth housing and service providers. The CoC ensures that individuals and families who become homeless are informed of their eligibility for educational services through monitoring of policies, procedures and practices at funded agencies, and has also adopted CoC-wide Written Standards that incorporate provisions for ensuring service providers inform homeless persons of their eligibility for education services.

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

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

The CoC-wide written standards specify that all Lee County CoC service providers must have written policies in place to ensure that individuals and

families who become homeless are informed of their eligibility for and receive access to educational services. These policies should include how homeless families with children will be informed of and referred to the Lee County School Districts homeless students program, A.C.C.E.S.S. Such policies should also include information for all homeless individuals and families regarding local technical schools and universities, which may offer programs and assistance for persons who are homeless. Additionally, programs that specifically serve families with children must have a staff person designated as the education liaison that will ensure that children are enrolled in school and connected to the A.C.C.E.S.S. program, as well as Head Start, if applicable. The CoC ensures that individuals and families who become homeless are informed of their eligibility for educational services through monitoring of policies, procedures and practices at funded agencies.

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

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

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

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

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

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

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

3B-2b. Housing First for Veterans.

Applicants must indicate whether the CoC has sufficient resources to ensure each veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach. Yes

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

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

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

3B-3a. Addressing Racial Disparities.

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

1. The CoC is ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.	<input type="checkbox"/>
2. The CoC has identified the cause(s) of racial disparities in their homeless system.	<input type="checkbox"/>
3. The CoC has identified strategies to reduce disparities in their homeless system.	<input type="checkbox"/>
4. The CoC has implemented strategies to reduce disparities in their homeless system.	<input type="checkbox"/>
5. The CoC has identified resources available to reduce disparities in their homeless system.	<input type="checkbox"/>

6: The CoC did not conduct a racial disparity assessment.

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

Instructions:

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

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

Resources:

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

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

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

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

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

4A-1. Healthcare—Enrollment/Effective Utilization

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

Type of Health Care	Assist with Enrollment	Assist with Utilization of Benefits?
Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)	Yes	Yes
Private Insurers:	Yes	Yes
Non-Profit, Philanthropic:	Yes	Yes
Other: (limit 50 characters)		

4A-1a. Mainstream Benefits.

Applicants must:

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

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

- 1) Information regarding mainstream resources is available made available to staff via direct email communication and via monthly CoC meetings. The CoC also recently implemented a Communications Committee who is charged with developing a new system to ensure that all CoC stakeholders have access to the most up to date and relevant information possible. The CoC is also working to develop an online platform where CoC stakeholders can login to view and share information related to mainstream program, best practices, and accomplishments toward the goals identified in the CoC strategic plan.
- 2) Information sent via direct email is distributed as needed via the Homeless Coalition distribution list. Emails are sent daily. Agencies are also expected to attend monthly CoC meetings where information regarding mainstream and other available services is discussed and distributed.
- 3 & 4) Lee Health, a CoC member agency, operates a community health outreach program for patients who frequently visit the emergency department. The program provides outreach services and assistance with application and use of mainstream benefits, insurance and acquisition of a primary care physician. In addition, countywide transportation programs provide medical bus passes and other specialized transport to assist with use of mainstream benefits.
- 5) To further ensure increased utilization of mainstream resources, the CoC Governing Board has established a goal of 45% for all adult leavers and stayers to maintain or increase income from non-earned income sources such as SSI or SSDI. Collaborative applicant staff actively monitor project performance. System and project level performance data is reviewed by the Performance Evaluation and Ranking Committee at least quarterly.

4A-2. Lowering Barriers to Entry Data:

Applicants must report:

1. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition.	8
2. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	8
Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects the CoC has ranked in its CoC Priority Listing in the FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

4A-3. Street Outreach.

Applicants must:
1. describe the CoC’s street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;

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

- 1) Street outreach staff engage individuals and families experiencing unsheltered homelessness on a daily basis. Outreach staff receive referrals from Coordinated Entry, County and City departments, Lee County Schools, law enforcement, businesses and other stakeholders. Staff are required to connect with unsheltered individuals and families within 72 hours of referral receipt. Outreach staff provide hygiene items, emergency service information, and limited clothing and food to meet immediate needs. Initial meetings include diversion attempts, and depending on client needs, staff complete the VI-SPDAT and make referrals to shelter, as appropriate.
- 2) Outreach staff are centrally based at the Collaborative Applicant's (CA) office, but travel to all locations throughout the CoC's geographic area, ensuring 100% coverage of the CoC's geographic area. Staff work closely with all local law enforcement offices and regularly visit encampments and other known locations in remote parts of the County.
- 3) Street outreach is conducted Monday through Friday and on weekends during special events. In addition, there are outreach events that take place each day of the week at over 20 area service providers. These events include feedings, laundry services, food pantries, medical outreach, and recovery meetings.
- 4) The CA employs 2 street outreach staff that focus street level outreach for individuals who are least likely to seek assistance from community service providers or at outreach locations. A third outreach staff is anticipated to start in November 2019. This staff person will be dedicated to conducting outreach to families with children. Outreach staff have developed a network of trust that has allowed for many clients to be identified and linked with services.

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

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

	2018	2019	Difference
RRH beds available to serve all populations in the HIC	242	146	-96

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

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

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

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

4B. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
_ FY 2019 CoC Competition Report (HDX Report)	Yes	FY 2019 CoC Compe...	09/15/2019
1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners’ Preference.	No		
1C-4. PHA Administrative Plan Homeless Preference.	No	PHA Administratio...	09/15/2019
1C-7. Centralized or Coordinated Assessment System.	Yes		
1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.	Yes	Projects Accepted...	09/15/2019
1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.	Yes	Project Rejected/...	09/15/2019
1E-1.Public Posting–30-Day Local Competition Deadline.	Yes	Local Competition...	09/15/2019
1E-1. Public Posting–Local Competition Announcement.	Yes	Local Competition...	09/15/2019
1E-4.Public Posting–CoC-Approved Consolidated Application	Yes		
3A. Written Agreement with Local Education or Training Organization.	No		
3A. Written Agreement with State or Local Workforce Development Board.	No	Local Workforce A...	09/16/2019
3B-3. Summary of Racial Disparity Assessment.	Yes	Racial Disparity ...	09/15/2019
4A-7a. Project List-Homeless under Other Federal Statutes.	No		
Other	No		
Other	No		

Other	No		
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Attachment Details

Document Description: FY 2019 CoC Competition Report

Attachment Details

Document Description: PHA Administration Plan Preference

Attachment Details

Document Description: PHA Administration Plan Preference

Attachment Details

Document Description:

Attachment Details

Document Description: Projects Accepted Notification

Attachment Details

Document Description: Project Rejected/Reduced Notification

Attachment Details

Document Description: Local Competition Deadline

Attachment Details

Document Description: Local Competition Public Announcement

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: Local Workforce Agreement

Attachment Details

Document Description: Racial Disparity Assessment Summary

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. Identification	09/15/2019
1B. Engagement	09/15/2019
1C. Coordination	09/15/2019
1D. Discharge Planning	No Input Required
1E. Local CoC Competition	09/15/2019
1F. DV Bonus	No Input Required
2A. HMIS Implementation	09/15/2019
2B. PIT Count	09/16/2019
3A. System Performance	09/18/2019
3B. Performance and Strategic Planning	09/16/2019
4A. Mainstream Benefits and Additional Policies	09/15/2019
4B. Attachments	Please Complete

FY2019 CoC Application	Page 49	09/24/2019
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Submission Summary

No Input Required

2019 HDX Competition Report

PIT Count Data for FL-603 - Ft Myers, Cape Coral/Lee County CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count	439	431	728	372
Emergency Shelter Total	205	206	477	195
Safe Haven Total	0	0	0	0
Transitional Housing Total	51	38	47	15
Total Sheltered Count	256	244	524	210
Total Unsheltered Count	183	187	204	162

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	90	65	132	99
Sheltered Count of Chronically Homeless Persons	20	21	32	20
Unsheltered Count of Chronically Homeless Persons	70	44	100	79

2019 HDX Competition Report

PIT Count Data for FL-603 - Ft Myers, Cape Coral/Lee County CoC

Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	37	35	80	30
Sheltered Count of Homeless Households with Children	30	32	73	22
Unsheltered Count of Homeless Households with Children	7	3	7	8

Homeless Veteran PIT Counts

	2011	2016	2017	2018	2019
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	88	19	13	18	25
Sheltered Count of Homeless Veterans	51	12	4	7	11
Unsheltered Count of Homeless Veterans	37	7	9	11	14

2019 HDX Competition Report
HIC Data for FL-603 - Ft Myers, Cape Coral/Lee County CoC

HMIS Bed Coverage Rate

Project Type	Total Beds in 2019 HIC	Total Beds in 2019 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	231	90	116	82.27%
Safe Haven (SH) Beds	0	0	0	NA
Transitional Housing (TH) Beds	16	0	16	100.00%
Rapid Re-Housing (RRH) Beds	146	0	146	100.00%
Permanent Supportive Housing (PSH) Beds	436	0	79	18.12%
Other Permanent Housing (OPH) Beds	21	0	21	100.00%
Total Beds	850	90	378	49.74%

2019 HDX Competition Report

HIC Data for FL-603 - Ft Myers, Cape Coral/Lee County CoC

PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC	2018 HIC	2019 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	9	0	0	0

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

Households with Children	2016 HIC	2017 HIC	2018 HIC	2019 HIC
RRH units available to serve families on the HIC	74	80	57	31

Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC	2018 HIC	2019 HIC
RRH beds available to serve all populations on the HIC	274	311	242	146

2019 HDX Competition Report
FY2018 - Performance Measurement Module (Sys PM)
Summary Report for FL-603 - Ft Myers, Cape Coral/Lee County CoC

Measure 1: Length of Time Persons Remain Homeless

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

Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.
Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

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

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2017	FY 2018	Submitted FY 2017	FY 2018	Difference	Submitted FY 2017	FY 2018	Difference
1.1 Persons in ES and SH	1353	905	126	37	-89	49	10	-39
1.2 Persons in ES, SH, and TH	1417	919	135	54	-81	54	11	-43

b. This measure is based on data element 3.17.

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

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

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2017	FY 2018	Submitted FY 2017	FY 2018	Difference	Submitted FY 2017	FY 2018	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	1509	1482	167	121	-46	143	68	-75
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	1577	1796	192	127	-65	142	68	-74

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

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

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2018	% of Returns	FY 2018	% of Returns	FY 2018	% of Returns	FY 2018	% of Returns
Exit was from SO	12	2	17%	2	17%	0	0%	4	33%
Exit was from ES	118	24	20%	8	7%	7	6%	39	33%
Exit was from TH	5	0	0%	0	0%	0	0%	0	0%
Exit was from SH	0	0		0		0		0	
Exit was from PH	298	15	5%	6	2%	10	3%	31	10%
TOTAL Returns to Homelessness	433	41	9%	16	4%	17	4%	74	17%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

	January 2017 PIT Count	January 2018 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	431	728	297
Emergency Shelter Total	206	477	271
Safe Haven Total	0	0	0
Transitional Housing Total	38	47	9
Total Sheltered Count	244	524	280
Unsheltered Count	187	204	17

Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2017	FY 2018	Difference
Universe: Unduplicated Total sheltered homeless persons	1418	927	-491
Emergency Shelter Total	1356	913	-443
Safe Haven Total	0	0	0
Transitional Housing Total	118	14	-104

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	93	122	29
Number of adults with increased earned income	7	9	2
Percentage of adults who increased earned income	8%	7%	-1%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	93	122	29
Number of adults with increased non-employment cash income	36	35	-1
Percentage of adults who increased non-employment cash income	39%	29%	-10%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	93	122	29
Number of adults with increased total income	42	43	1
Percentage of adults who increased total income	45%	35%	-10%

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	124	92	-32
Number of adults who exited with increased earned income	19	26	7
Percentage of adults who increased earned income	15%	28%	13%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	124	92	-32
Number of adults who exited with increased non-employment cash income	24	14	-10
Percentage of adults who increased non-employment cash income	19%	15%	-4%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	124	92	-32
Number of adults who exited with increased total income	43	37	-6
Percentage of adults who increased total income	35%	40%	5%

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	1020	892	-128
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	156	168	12
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	864	724	-140

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

	Submitted FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	1197	1538	341
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	185	193	8
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	1012	1345	333

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

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

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

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

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

	Submitted FY 2017	FY 2018	Difference
Universe: Persons who exit Street Outreach	145	29	-116
Of persons above, those who exited to temporary & some institutional destinations	75	11	-64
Of the persons above, those who exited to permanent housing destinations	32	3	-29
% Successful exits	74%	48%	-26%

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

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

	Submitted FY 2017	FY 2018	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	1083	1017	-66
Of the persons above, those who exited to permanent housing destinations	580	397	-183
% Successful exits	54%	39%	-15%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Persons in all PH projects except PH-RRH	194	150	-44
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	166	134	-32
% Successful exits/retention	86%	89%	3%

2019 HDX Competition Report FY2018 - SysPM Data Quality

FL-603 - Ft Myers, Cape Coral/Lee County CoC

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

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

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

2019 HDX Competition Report FY2018 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018
1. Number of non-DV Beds on HIC	164	159	141	141	85	55	55	55	401	431	387	466	54	274	311	242				
2. Number of HMIS Beds	139	134	116	116	62	55	55	55	116	107	109	109	54	274	307	242				
3. HMIS Participation Rate from HIC (%)	84.76	84.28	82.27	82.27	72.94	100.00	100.00	100.00	28.93	24.83	28.17	23.39	100.00	100.00	98.71	100.00				
4. Unduplicated Persons Served (HMIS)	1354	1285	1307	905	469	202	118	59	172	138	141	139	394	907	686	815		0	317	101
5. Total Leavers (HMIS)	1229	1171	1197	919	412	152	70	43	69	39	41	27	179	447	473	645		0	291	43
6. Destination of Don't Know, Refused, or Missing (HMIS)	187	248	376	321	35	5	0	1	4	6	0	4	5	5	14	41		0	184	6
7. Destination Error Rate (%)	15.22	21.18	31.41	34.93	8.50	3.29	0.00	2.33	5.80	15.38	0.00	14.81	2.79	1.12	2.96	6.36			63.23	13.95

2019 HDX Competition Report

Submission and Count Dates for FL-603 - Ft Myers, Cape Coral/Lee County CoC

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2019 PIT Count	1/27/2019	

Report Submission Date in HDX

	Submitted On	Met Deadline
2019 PIT Count Submittal Date	4/30/2019	Yes
2019 HIC Count Submittal Date	5/15/2019	No
2018 System PM Submittal Date	5/31/2019	Yes

Chapter 4

ESTABLISHING PREFERENCES AND MAINTAINING THE WAITING LIST

[24 CFR Part 5, Subpart D; 960.206, 982.54(d)(1); 982.204, 982.205, 982.206, 982.207]

INTRODUCTION

It is HACFM's objective to ensure that families are placed in the proper order on the waiting list and selected from the waiting lists for admissions in accordance with the policies in this Administrative Plan.

By maintaining accurate waiting lists, the HACFM will be able to perform the activities which ensure that an adequate pool of qualified applicants will be available so that program funds are used in a timely manner.

A. WAITING LIST [24 CFR 982.204]

The HACFM uses the following waiting lists:

1. Housing Choice Voucher (HCV) Program
2. Project Based Voucher Program
 - Individual developments where PBV program applies

Except for Special Admissions, applicants will be selected from the HACFM waiting lists in accordance with policies and preferences and income targeting requirements defined in this Administrative Plan.

The HACFM will maintain information that permits proper selection from the waiting list.

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

Applicant name

Family unit size (number of bedrooms family qualifies for under HACFM subsidy standards)

Date and time of application

Qualification for any local preference

Racial or ethnic designation of the head of household

*Annual (gross) family income

*Number of persons in family

B. SPECIAL ADMISSIONS [24 CFR 982.54(d)(e), 982.203]

If HUD awards HACFM program funding that is targeted for specific families living in specified units, the HACFM will admit these families under a Special Admission procedure.

Special admissions families will be admitted outside of the regular waiting list process. They do not have to qualify for any preferences, nor are they required to be on the program waiting list. The HACFM maintains separate records of these admissions.

The following are examples of types of program funding that may be designated by HUD for families living in a specified unit:

A family displaced because of demolition or disposition of a public or Indian housing project;

A family residing in a multifamily rental housing project when HUD sells, forecloses or demolishes the project;

For housing covered by the Low Income Housing Preservation and Resident Homeownership Act of 1990;

A family residing in a project covered by a project-based Section 8 HAP contract at or near the end of the HAP contract term; and

A non-purchasing family residing in a HOPE I, HOPE II, or HOPE VI project.

Applicants, who are admitted under Special Admissions, rather than from the waiting list, **are not** maintained on separate lists.

Witness Relocation Program

Summary:

The Witness Relocation Program provides rental assistance in the form of Section 8 housing vouchers for the relocation of witnesses in connection with efforts to combat violent crimes that occur in and around public, Indian, and other HUD-assisted housing. Since its inception in 1996, HUD's Office of Inspector General (OIG) has used this program to successfully relocate hundreds of witnesses and their families throughout the United States.

Purpose:

The Witness Relocation Program is designed to offer protection to persons who are cooperating as witnesses in the government's efforts to combat violent crimes occurring in and around public, Indian, and other HUD-assisted housing. Law enforcement agencies, with the written concurrence of the appropriate prosecutorial entity, may request the emergency relocation of a witness (and their immediate family) that is assisting law enforcement in a criminal matter and fears retribution, or has been threatened as a result of the assistance and/or testimony provided.

The OIG facilitates the protection of witnesses by removing them and their immediate families from potential danger and relocating them to a secure area selected by the OIG in cooperation with the relevant federal, state, tribal, or local law enforcement agencies.

Eligible Customers:

Witnesses to violent crimes occurring in or around public, Indian, or other HUD-assisted housing that cooperate with the relevant governmental law enforcement and prosecutorial agencies in their investigation and prosecution of the perpetrators are eligible for the program. The witness (and their immediate family) is not required to be a current resident of the aforementioned HUD-assisted housing in order to be considered eligible for the Witness Relocation Program, but must be otherwise eligible to receive Section 8 housing voucher assistance. Final determination of program eligibility is made by the OIG and HUD's Office of Public and Indian Housing.

C. WAITLIST PREFERENCES [24 CFR 982.207]

PREFERENCE DEFINED

The preferences recognized by HACFM are: (All preferences will be verified)

1. **Project Based Voucher Client requesting a Housing Choice Voucher – 90 Points**

A family Currently residing in a Project Based unit may request, in writing, a Housing Choice Voucher after successfully fulfilling the first year of tenancy in the Project based unit.

A family who successfully fulfilled the lease and gave proper notice to vacate will also be eligible as long as the family requested, in writing, a Housing choice voucher prior to vacating

To be eligible for the voucher, the Family:

- a. Must have completed the first-year lease at the Project Based Unit
- b. Must be in good standing with the landlord
- c. Does not owe any debt to the landlord for rent, utilities or damages.

2. **Emergency/Federally Displaced Preference - 40 Points**

The HACFM shall grant preferences to families of federally declared disasters who are public housing residents from another jurisdiction and other eligible disaster-affected families who are income eligible. This preference will remain in place until the emergency no longer exists or the displaced status (of the family) no longer exists.

Families that apply under this preference when the waitlist is closed and upon eligibility verification reveal they no longer qualify as displaced for the preference, will be removed from the waitlist.

Families that were on the waitlist PRIOR to requesting the preference, and no longer qualify for the preference, will have the preference points removed but remain on the waitlist in the original date/time order.

3. **Displaced Person by State/Local Government Action or HOPE VI/Subsidized Housing Demolition - 30 Points**

Individuals or families displaced by State/Local Government action or whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized pursuant to Federal Relief Laws.

4. **Veterans Status - 20 Points**

Preference shall be given to Veterans or servicemen as defined by Florida Statutes (FL295.01): A "veteran" or a "serviceman" means a person who has served in the Armed Forces of the United States at anytime and, in the case of a veteran, has been discharged or released there from under conditions other than dishonorable, or in the case of a serviceman, is presently in the Armed Forces of the United States. The preference granted to Veterans or servicemen as defined by FL S315.300, shall be extended to include families of veterans and servicemen. A family of a veteran or serviceman is therefore further defined as follows:

The veteran or serviceman is (a) either the Head of Household or is related to the Head of Household; or (b) deceased and was related to the Head of Household, and was a family member at the time of death or (c) the veteran or serviceman, unless deceased, is living with the family or is only temporarily absent unless he/she was (1) formerly the Head of Household and is permanently absent because of hospitalization, separation, or desertion, or is divorced; provided the family has not remarried; or (2) not the Head of Household but is permanently hospitalized; provided that he/she was a family member at the time of hospitalization and there remains in the family at least two (2) related persons.

5. **Mainstream Vouchers - 18 Points**

HACFM will offer a preference to Any Household that Includes one or more non-elderly person (age 18 to 62) with disabilities that are;

- **Transitioning out of institutional or other segregated settings** that include, but are not limited to:

(1) congregate settings populated exclusively or primarily with individuals with disabilities;

(2) congregate settings characterized by regimentation in daily activities, lack of privacy or autonomy, policies limiting visitors, or limits on individuals' ability to engage freely in community activities and to manage their own activities of daily living; or

(3) settings that provide for daytime activities primarily with other individuals with disabilities.

- **At serious risk of institutionalization or other segregated settings;** Includes an individual with a disability who as a result of a public entity's failure to provide

community services or its cut to such services will likely cause a decline in health, safety, or welfare that would lead to the individual's eventual placement in an institution. This includes individuals experiencing lack of access to supportive services for independent living, long waiting lists for or lack of access to housing combined with community-based services, individuals currently living under poor housing conditions or homeless with barriers to geographic mobility, and/or currently living alone but requiring supportive services for independent living. A person cannot be considered at serious risk of institutionalization unless the person has a disability. An individual may be designated as at serious risk of institutionalization either by a health and human services agency, by a community-based organization, or by self-identification.

- **Homeless**

(1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

(i) An individual or family 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;

(ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, State, or local government programs for low-income individuals); or

(iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

(2) An individual or family who will imminently lose their primary nighttime residence, provided that:

(i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;

(ii) No subsequent residence has been identified

- **At risk of becoming homeless** Meets one of the following conditions:

(1) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;

(2) Is living in the home of another because of economic hardship; 9 of 32

(3) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days of the date of application for assistance;

(4) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by federal, State, or local government programs for low-income individuals;

(5) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons, or lives in a larger housing unit in which there reside more than 1.5 people per room, as defined by the U.S. Census Bureau;

(6) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction

- program or institution); or
(7) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness

HACFM will except the coordinated referral from partner agencies and local HMIS as well as individuals claiming a preference. HACFM will require documentation to verify preference.

6. **Homeless Preference – 15 Points**

HACFM will issue not more than 50 Homeless Preference Vouchers to homeless families per year pending funding availability. A family that is considered to be homeless as defined by Lee County Department of Human Services Lift Program and or The Salvation Army and must be a client of Lee County Department of Human Services Lift Program or the Salvation Army homeless population. These households require initial, intermittent or ongoing supportive services from one or more community based service providers to obtain and retain stable, adequate and safe housing.

Homeless means a family who lacks a fixed, regular, and adequate nighttime residence or a family who has a primary nighttime residence that is:

- (a) A Supervised publically or privately operated shelter designed to provide temporary living accommodations, including congregate shelters and transitional housing;
- (b) An institution that provides a temporary residence for individuals intended to be institutionalized; or
- (c) A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

The term Homeless does not refer to any individual imprisoned or otherwise detained pursuant to state or federal laws.

7. **Victims of Domestic Violence (VAWA) - 10 Points**

HACFM will offer a preference to families/persons that have been subjected to or a victim of domestic violence, dating violence, sexual assault, or stalking. HACFM will require documentation that the family has been displaced as a result of fleeing domestic violence, dating violence, sexual assault, or stalking. Families are also eligible for this preference if there is proof that the family is currently living in a situation where they are being subjected to or victimized by violence in the home.

1. Actual or threatened physical violence directed against the applicant or the applicant's family, spouse or other household member who lives in the unit with the family. The actual violence must have occurred within the past six (6) months or be of a continuing nature.
2. An applicant who lives in a violent neighborhood or is fearful of other violence outside the household is NOT considered involuntarily displaced.
3. To qualify for this preference, the abuser must still reside in the unit from which the victim was displaced. The applicant must certify that the abuser WILL NOT reside with the applicant. If the abuser returns to live with the family without approval,

HACFM will deny and or terminate assistance for breach of the certification.

4. Acceptable forms of documentation you are or have been a victim of domestic violence, dating violence, sexual assault or stalking:
 1. All requests must be in writing and provided to HACFM within 14 business days from the day you receive the request to provide the documentation. Failure or refusal to provide one of the documents listed below within 14 days of the request will result in no preference given. If HACFM receives conflicting evidence that an incident of domestic violence, dating violence, sexual assault or stalking has been committed, HACFM will request that you provide third-party documentation within 30 calendar days in order to resolve the conflict. If you fail or refuse to supply third-party documentation where there is conflicting evidence HACFM will not provide you the preference.
 2. Completed HUD form 5382 – Certification of Domestic Violence, Dating Violence, Sexual Assault or Stalking; OR
 3. A Federal, State, Tribal or Local law enforcement agency, court, or administrative agency that documents domestic violence, dating violence, sexual assault or stalking (police reports, protective order, and restraining orders) ; OR
 4. A statement which you must sign along with a signature of an employee, agent or volunteer of a victim service provider, an attorney, a medical professional or mental health professional (collectively, “professional”) from whom you sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, and with the professional selected by you attesting under penalty of perjury that he/she believes that the incidents of domestic violence, dating violence, sexual assault, or stalking are grounds for protection.
 5. Certified letter from the Abuse, Counseling and Treatment Center (ACT).

8. **Local Preference – 5 Points**

1. Persons and or families must reside in Lee County or who are working or have been hired to work in Lee County.
2. Applicant must provide proof of residency to HACFM upon request and before Voucher issuance. Example of proof of Lee County residency or Lee County employment would be:
 - Signed lease agreement and utility bill in applicants name
 - School or graduation records for applicant
 - Voter registration Card
 - Drivers License and Proof of Current home address
 - Employment records that document employment in Lee County
 - Letter from Employer stating your current or future hire date in Lee County

9. **All Other Applicants - 0 Points**

No preference

*****The qualification for any of the above mentioned preferences MUST exist at the time the preference is verified regardless of the length of time an applicant has been on the waitlist. The preference is based on current status of the family at the time of determination of eligibility.**

D. INCOME TARGETING

In accordance with the Quality Housing and Work Responsibility Act of 1998, each fiscal year the HACFM will reserve a minimum of seventy-five percent (**75%**) of its Section 8 new admissions for families whose income does not exceed 30 percent of the area median income. HUD refers to these families as "extremely low-income families." The HACFM will admit families who qualify under the Extremely Low Income limit to meet the income targeting requirement, regardless of preference.

The HACFM's income targeting requirement does not apply to low income families continuously assisted as provided for under the 1937 Housing Act.

The HACFM is also exempted from this requirement where the HACFM is providing assistance to low income or moderate income families entitled to preservation assistance under the tenant-based program as a result of a mortgage prepayment or opt-out.

E. TARGETED FUNDING [24 CFR 982.203]

When HUD awards special funding for certain family types, families who qualify are placed on the regular waiting list. When a specific type of funding becomes available, the waiting list is searched for the first available family meeting the targeted funding criteria.

Applicants who are admitted under targeted funding which are not identified as a Special Admission the HACFM has the following "Targeted" Programs:

The PHA does not have any targeted programs.

F. PREFERENCE AND INCOME TARGETING ELIGIBILITY [24 CFR 982.207]

Change in Circumstances

Changes in an applicant's circumstances while on the waiting list may affect the family's entitlement to a preference. Applicants are required to notify the HACFM in writing when their circumstances change.

*** When an applicant claims an additional preference, s/he will be placed on the waiting list in the appropriate order determined by the newly-claimed preference.**

Cross-Listing of Different Housing Programs and Section 8 [24 CFR 982.205(a)]

The HACFM does have other housing programs.

- Public Housing Developments
- Housing Choice Voucher Program
- Project Based Voucher Program
- Neighborhood Stabilization Program Developments (NSP)

Other Housing Assistance [24 CFR 982.205(b)]

Other housing assistance means a federal, State or local housing subsidy, as determined by HUD, including public housing.

The HACFM may not take any of the following actions because an applicant has applied for, received, or refused other housing: [24 CFR 982.205(b)]

Refuse to list the applicant on the HACFM waiting list for tenant-based assistance;

Deny any admission preference for which the applicant is currently qualified;

Change the applicant's place on the waiting list based on preference, date and time of application, or other factors affecting selection under the HACFM selection policy; or

Remove the applicant from the waiting list.

However, the HACFM may remove the applicant from the waiting list for tenant-based assistance if the HACFM has offered the applicant assistance under the HCV program.

G. ORDER OF SELECTION [24 CFR 982.207(e)]

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

- HCV Program - Preference Date and Time
- PBV Program - Bedroom Size, Preference, Date and Time

H. FINAL VERIFICATION OF PREFERENCES [24 CFR 982.207]

Preference information on applications will be updated as applicants are selected from the waiting list. At that time, the HACFM will:

Obtain necessary verifications of preference at the interview and by third party verification.

I. PREFERENCE DENIAL [24 CFR 982.207]

If HACFM denies a preference, HACFM will notify the applicant in writing of the reasons why the preference was denied and offer the applicant an opportunity for a review. **Applicant will have 10 working days to request a review with the Section 8 Director or their designee.** If the preference denial is upheld as a result of the meeting, or the applicant does not request a meeting, the applicant will be placed on the waiting list without benefit of the preference (if the family was on the waiting list prior to claiming the preference). Applicants may exercise other rights if they believe they have been discriminated against.

*** If the applicant falsifies documents or makes false statements in order to qualify for any preference, they will be removed from the waiting list.**

J. REMOVAL FROM WAITING LIST AND PURGING [24 CFR 982.204(c)]

The Waiting List will be purged at least one time each year by a mailing to all applicants to ensure that the waiting list is current and accurate. The mailing will ask for confirmation of continued interest.

Any mailings to the applicant which require a response will state that failure to respond within [10] days will result in the applicant's name being dropped from the waiting list.

An extension of [10] days to respond will be granted, if requested and needed as a reasonable accommodation for a person with a disability.

If they fail to respond within [10] days, they will be removed from the waiting list.

If the applicant did not respond to the HACFM request for information or updates because of a family member's disability, the HACFM will reinstate the applicant in the family's former position on the waiting list.

If a letter is returned by the Post Office without a forwarding address, the applicant will be removed without further notice, and the envelope and letter will be maintained in the file.

If an applicant is removed from the waiting list for failure to respond, they will not be entitled to reinstatement unless the Section 8 Director determines there were circumstances beyond the person's control.

The Lee County Housing Authority
Admission and Continued Occupancy Policy
For the Public Housing Program

Revisions

Date Board Approved	Resolution #	Revisions	Effective Date
05/22/2014	2014-1	Flat Rent Chapter 6	10/01/2014
06/10/2014	2014-3	Seasonal Rent Option - Chapter 6	06/11/2014
10/23/2014	2014-9	Update Utility Allowances	01/01/2015
10/23/2014	2014-10	Update Flat Rents	01/01/2015
9/24/2015	2015-1	Re-exam/Changes in Tenant Rent Chapter 11, 11-6	09/01/2015
10/22/2015	2015-6	Chapter 12 Lease Termination Over Income Families	11/01/2015
10/22/2015	2015-5	Approval of 2016 Utility Allowances	01/01/2016
02/25/2016	2016-4	Chapter 3 Homeless Preference	04/01/2016

The Lee County Housing Authority

14170 Warner Circle
North Fort Myers, FL 33903

Phone (239) 997-6688
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TDD (800) 955-8771

Marcus D. Goodson, Executive Director

RESOLUTION 2016-4

A RESOLUTION APPROVING THE REVISION TO CHAPTER 3, APPLYING FOR ADMISSION, HOMELESS PREFERENCE FOR THE ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP) FOR THE LEE COUNTY HOUSING AUTHORITY

WHEREAS, due to changes in the operations of the Lee County Housing Authority (LCHA) impacting the manner in which business issues are handled; and

WHEREAS, the Lee County Housing Authority (LCHA), must operate under the guidelines of the United States Department of Housing and Urban Development; and

WHEREAS, a household consisting of a family that is considered to be homeless as defined by Lee County Department of Human Services Lift Program and/or the Salvation Army and must be a client of Lee County Department of Human Services Lift Program or the Salvation Army homeless population. These households require initial, intermittent or ongoing supportive services from one or more community based service providers to obtain and retain stable, adequate and safe housing.

Homeless means a family who lacks a fixed, regular, and adequate nighttime residence or a family who has a primary nighttime residence that is:

- (a) A Supervised publically or privately operated shelter designed to provide temporary living accommodations, including congregate shelters and transitional housing;
- (b) An institution that provides a temporary residence for individuals intended to be institutionalized; or
- (c) A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

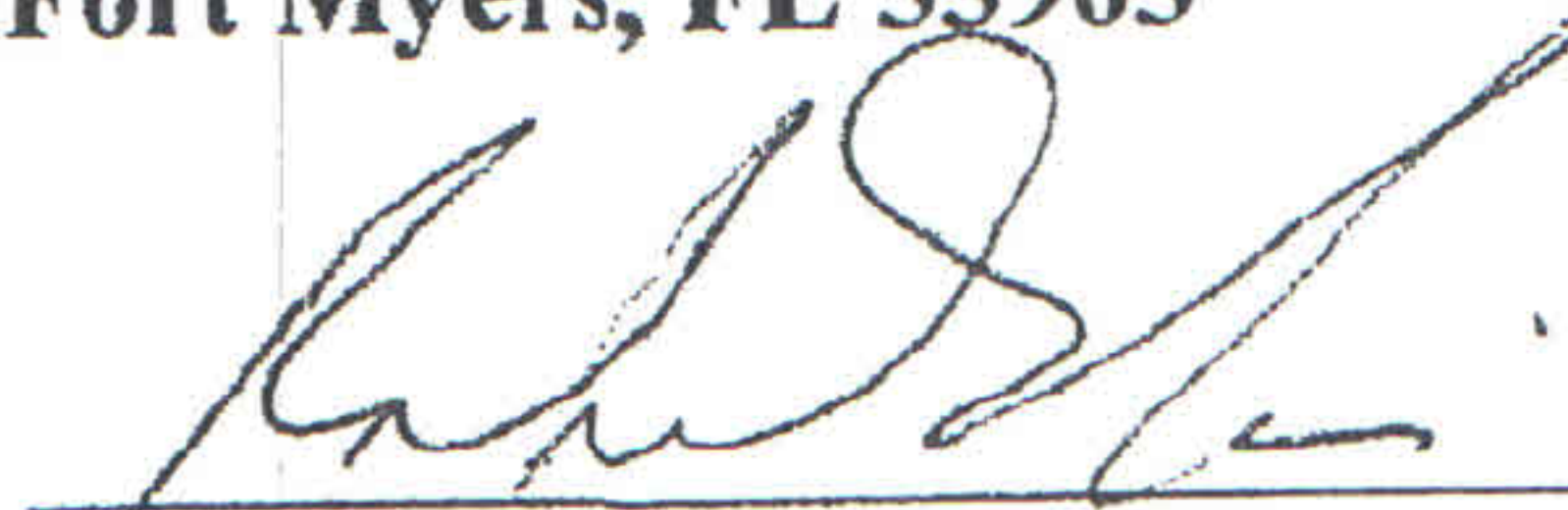
WHEREAS, the term Homeless does not refer to any individual imprisoned or otherwise detained pursuant to state or federal laws.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Lee County Housing Authority (LCHA) do hereby accept Resolution 2016-4 as written.

Chairman Robert Norris	<u>Yea</u>	Vice Chairman Donald Komito	<u>Yea</u>
Commissioner Christine Sardina	<u>Yea</u>	Commissioner Mary Moore	<u>Yea</u>
Commissioner Jim Green	<u>Yea</u>		

Chairman Norris declared said motion carried and said Resolution was adopted during the Regular Session Meeting for Lee County Housing Authority (LCHA) on February 25, 2016.

**Lee County Housing Authority (LCHA)
14170 Warner Circle
North Fort Myers, FL 33903**

By: 
Robert Norris, Chairman

LCHA will monitor its system of site-based waiting lists to assure that racial steering does not occur. If LCHA's analysis of its site-based waiting list indicates that a pattern of racial steering is or may be occurring, LCHA will take corrective action.

C. WAITLIST PREFERENCES

A preference does not guarantee admission to the program. Preferences are used to establish the order of placement on the Waitlist. The Waitlist will depict families with preference ahead of other families without preference, regardless of date and time of application.

If the preference verification indicates that an applicant does not qualify for the preference, the applicant will be returned to the waiting list and ranked without the Local Preference and given an opportunity for an informal review.

Emergency/Federally Displaced Preference (40 Points)

The LCHA shall grant preferences to families of federally declared disasters who are public housing residents from another jurisdiction and other eligible disaster-affected families who are income eligible. These persons will receive preferences over other waiting list placeholders. This preference will remain in place until the emergency no longer exists.

Displaced Person by Government Action/HOPE VI or Other Housing Demolition (30 Points)

Individuals or families displaced by state or local government action or whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized pursuant to Federal Relief Laws.

Veterans Status (20 Points)

LCHA gives preference to veterans and servicemen and families of veterans and servicemen.

Special Needs Homeless Person Preference (15 Points)

See Chapter 3 for referral process. All referrals must come through the Lee County Department of Human Services LIFT program or The Salvation Army homeless program.

VAWA (10 Points)

Domestic Violence victims that meet the criteria set forth in this book will receive preference score of twenty (20) points.

Broad Range of Income/De-concentration of Poverty

LCHA's preference system will work in combination with requirements to match the characteristics of the family to the type/size of unit available. Order of preference of applications on the Waiting List will be applied to selection as follows, except those persons requiring units with accessibility features for person with disabilities. (See Chapter 1, E, Other Accommodations.)

LCHA shall assure a mixed range of incomes and de-concentration of its public housing units.

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Fri 8/16/2019 4:50 PM

Sutton, Jeannie

2019 CoC Project Ranking Results

To Bell, Denise; Gilkerson, Deanna; Mercado, Roger

Bcc edi@svdpsp.org; jana@svdpsp.org; Sheila@svdpsp.org; Erika Cooks; TJ Jackson; Maran Hilgendorf; Fred Richards; Richard Weatherford; Gillmore, Timothy; Hustad, Kim; Terryn Streets; Tony Ceresoli; Gena Price (eugenia.price@uss.salvationarmy.org); Yulia Parsons; Peter Fleischmann; linda@unitedwaylee.org; danyale@unitedwaylee.org; Scott Eller; Daniela Koci

Ranking Template - Renewal Projects.pdf 96 KB

Ranking Template - New Projects.pdf 101 KB

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Good afternoon,

On Friday, August 16, 2019 the CoC Performance Evaluation and Ranking Committee assessed the performance measures, effectiveness, and need for all renewal and new CoC projects. All projects were evaluated in accordance with the 2019 Ranking Tool. Project ranking is listed below, and detailed scoring information can be reviewed in the attached results.

Project	Amount Funded	Number to be Assisted	Average Score	Rank
Projects being submitted to HUD:				
LCHDC - DV RRH	\$ 55,086.00	3	50	1
SVDP - Returning Home Lee County	\$ 182,980.00	20	48.5	2
HVS LIFT RRH	\$ 89,555.00	10	48.25	3
SSO- CE United Way and HVS	\$ 165,000.00	400	45	4
JPCS Rapid Re-Housing	\$ 180,000.00	20	46.75	5
Goodwill RRH	\$ 180,000.00	20	45	6
CASL - Supportive Services	\$ 122,134.00	12	43.25	7
CASL - Rental Assistance	\$ 156,984.00	32	41.75	8
TSA - Family Rapid Re-Housing	\$ 852,717.00	66	39.75	9
Total Requested	\$		1,984,456.00	
Total Available	\$		1,984,456.00	
Bonus	\$		223,875.00	
Reallocated	\$		573,660.00	
Annual Renewal Demand	\$		1,760,581.00	
Tier 1	\$		1,658,251.00	
Tier 2	\$		102,330.00	
Projects NOT being submitted to HUD:				
Lee County Housing Development Corp	\$ -	-	0	
Invest in Americas Veterans RRH	\$ -	30	37.25	
CASL - Cypress Village	\$ -	95	46.75	

Thank you for taking the time to submit an application for a CoC funded project. If your project was not selected, please consider applying for additional funding opportunities that may arise in the future.

If you have any questions or concerns, please do not hesitate to ask.

Thank You,

Jeannie Sutton
 Acting Operations Manager
 Lee County Human and Veteran Services
 2440 Thompson Street
 Fort Myers, FL 33901
 Phone: (239) 533-7958
 Fax: (239) 533-7960
 E-mail: JSutton@lee.gov
 Website: <http://lee.gov/dhs>

September 12, 2019	Meeting Minutes (April 10, 2019)	2019 CoC Strategic Plan
October 3, 2019	Meeting Minutes (May 8, 2019)	

*Meeting agendas will be published approximately one week prior to each meeting.

Funding

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- [Community Assisted & Supported Living Inc. \(CASL Inc.\)](#)
- [The Salvation Army, a Georgia Corporation, Inc.](#)

2019 Continuum of Care Funding Cycle

The U.S. Department of Housing and Urban Development (HUD) competitive Continuum of Care (CoC) funding cycle began on July 3, 2019. The Performance, Evaluation and Ranking Committee reviewed and ranked applications on August 16, 2019. The CoC Governing Board met immediately following and voted to forward [nine applications](#) to HUD as part of the 2019 CoC Consolidated application.

2019 HOMELESS FUNDING COMPETITION	DATE
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HUD Deadline for Submission of the 2019 CoC Application	September 30, 2019 before 8:00 pm


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The U.S. Department of Housing and Urban Development (HUD) competitive Continuum of Care (CoC) funding

Sunday, September 15, 2019

September, 2019

Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5



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Thank You,

Jeannie Sutton
 Acting Operations Manager
 Lee County Human and Veteran Services
 2440 Thompson Street
 Fort Myers, FL 33901
 Phone: (239) 533-7958
 Fax: (239) 533-7960
 E-mail: JSutton@lee.gov
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Sunday, September 15, 2019

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29	30	1	2	3	4	5



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Sutton, Jeannie

From: Terryn Streets <Terryn.Streets@uss.salvationarmy.org>
Sent: Monday, July 15, 2019 1:13 PM
To: Sutton, Jeannie; Tony Ceresoli; Eugenia Price
Subject: [EXTERNAL] RE: 2019 CoC Funding

Follow Up Flag: Follow up
Flag Status: Completed

Good afternoon,

Yes we have received the letter indicating that funds will be reallocated for the upcoming funding. Our new majors are Carlyle and Charlotte Gargis and they are located at our Administrative Office located at 12091 McGregor Blvd. Fort Myers, FL 33901 (239) 278-1551. Thanks!



Terryn D. Streets, Interim Director of Program Services

[The Salvation Army Fort Myers Area Command](#)

Serving Lee, Hendry & Glades Counties

Tel: (239) 334-3745



Center of Hope | 2400 Edison Avenue Fort Myers, FL
33901 | (239) 334-3745

Administrative Offices | 12091 McGregor Blvd. Fort
Myers, FL 33919 | (239) 278-1551

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From: Sutton, Jeannie
Sent: Sunday, July 14, 2019 1:32 PM
To: Terryn Streets ; Tony Ceresoli ; Eugenia Price
Subject: FW: 2019 CoC Funding

Good afternoon,

Please confirm you received the attached notice of reallocation for 2019 CoC funding.

Also, can you please provide the contact information for the new majors?

Thank You,

Jeannie Sutton

Acting Operations Manager

Lee County Human and Veteran Services

2440 Thompson Street

Fort Myers, FL 33901

Phone: (239) 533-7958

Fax: (239) 533-7960

E-mail: JSutton@leegov.com

Website: <http://leegov.com/dhs>



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From: Sutton, Jeannie
Sent: Friday, July 05, 2019 9:21 AM
To: Gena Price (eugenia.price@uss.salvationarmy.org) <eugenia.price@uss.salvationarmy.org>
Cc: Terryn Streets <Terryn.Streets@uss.salvationarmy.org>
Subject: FW: 2019 CoC Funding

Good morning,

Please confirm you received the attached notice of reallocation for 2019 CoC funding.

Also, can you please provide the contact information for the new majors?

Thank You,

Jeannie Sutton

Acting Operations Manager
Lee County Human and Veteran Services
2440 Thompson Street
Fort Myers, FL 33901
Phone: (239) 533-7958
Fax: (239) 533-7960
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From: Sutton, Jeannie
Sent: Tuesday, May 21, 2019 3:27 PM
To: Gena Price (eugenia.price@uss.salvationarmy.org) <eugenia.price@uss.salvationarmy.org>
Cc: Shannon Hoyt <Shannon.Hoyt@uss.salvationarmy.org>; Timothy.Gilliam@uss.salvationarmy.org; Gilkerson, Deanna <DGilkerson@leegov.com>; Bell, Denise <DBell@leegov.com>; Mercado, Roger <RMercado@leegov.com>
Subject: 2019 CoC Funding

Good afternoon,

Please review the attached letter regarding the reallocation of a portion of the Salvation Army's Continuum of Care funding. This change will be reflected in the 2019 application process, and will not affect your currently executed contract.

Please let us know if you have any questions or concerns.

Thank you,

Jeannie Sutton

Acting Operations Manager

Lee County Human and Veteran Services

2440 Thompson Street

Fort Myers, FL 33901

Phone: (239) 533-7958

Fax: (239) 533-7960

E-mail: JSutton@leegov.com

Website: <http://leegov.com/dhs>



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May 14, 2019

Shannon Hoyt, Director of Program Services
Salvation Army Fort Myers Area Command
2400 Edison Ave
Fort Myers, FL 33901

Subject: Reallocation for 2019 CoC Funding Cycle

Ms. Hoyt,

Please accept this letter as notification that the Lee County Continuum of Care (FL-603) Governing Board has voted to reallocate \$573,660 from the Rapid Re-Housing Program administered by the Salvation Army.

The CoC Governing Board convened on May 7, 2019 to review and discuss project performance and local community needs in relationship to the existing family rapid re-housing program, and determined that a portion of the funding currently allocated to the Salvation Army would be best used to serve a different purpose.

Reallocated funds will be made available as an addendum to the Request for Applications for 2019 Funding to Address Homelessness, and will be submitted as a new project(s) in the 2019 CoC funding application. The Salvation Army is encouraged to apply to administer some or all of the reallocated funds for a new project, which is eligible within the Request for Applications for 2019 Funding to Address Homelessness. Addendum 1.

Please contact Jeannie Sutton at Lee County Human and Veteran Services at jsutton@leegov.com or at 239-533-7958 with any questions.

Sincerely,

Sharon Rozier

Sharon Rozier
Board Chair
Lee County Continuum of Care Governing Board

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2018 Continuum of Care Funding Cycle

The U.S. Department of Housing and Urban Development (HUD) competitive Continuum of Care (CoC) funding cycle closed September 18, 2018. All new and renewal applications for the 2018 competition were reviewed by the local ranking committee according to the Ranking Committee Procedures using the 2018 Ranking Tool, and submitted to HUD before the deadline.

The following projects were submitted to HUD for funding consideration:

The Salvation Army - Rapid Re-Housing
 Community Assisted and Supported Living - Supportive Services (Consolidation of Broadway and San Souci)
 Community Assisted and Supported Living - San Souci
 Community Assisted and Supported Living - Broadway
 Community Assisted and Supported Living - Rental Assistance (Consolidation of S+C I and S+C II)
 Community Assisted and Supported Living - S + C II
 Community Assisted and Supported Living - S + C I
 Lee County CoC Planning (NEW)
 Lee County Housing Development Corporation - Domestic Violence Rapid Re-Housing (NEW)
 Center for Progress and Excellence - CPE Recovery House (NEW)
 Jewish Family and Children's Services - Rapid Re-Housing (NEW)

2018 CoC Funding Awards for Renewal Projects were announced on January 26, 2019.

Lee County was awarded \$1,705,495 for renewal projects.

State of Florida Homelessness Funding

The State of Florida, Department of Children and Families, Office on Homelessness released the Request for Applications for Unified Homelessness Grant for Fiscal Years 2019-2022 on January 28, 2019, and applications were due on March 29, 2019. Lee County's application includes three new projects, and requests \$570,000 in grant funds.

2019 CoC Competition Opening - Message (HTML)

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New Appt. Team Email

Create New

Quick Steps

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Fri 7/5/2019 4:38 PM

Sutton, Jeannie

2019 CoC Competition Opening

To: rboisvert@saluscareflorida.org; srozier@cityfmyers.com; jhenderson@jfcsc-cares.org; sherri@hacfm.org; daviesah@cdmsmith.com; fredrichards@goodwillswfl.org; philipc@elitednatherapy.com; jsaffels@cfbhn.org; Richard McDaniel; Adina.bridges@centerstone.org; danyale@unitedwaylee.org; Mercado, Roger; leehomeless@gmail.com; Heidi Brown; Janet Bartos; matt@visaggio.co; [Room 102 \(Human Services\)](mailto:Room 102 (Human Services)); Shoriak, Heidi; Andrew Vereecke; beyondbarriersfl@gmail.com; sheenat@leeschools.net; carolyn@horcswfl.org; christine@communitycooperative.com; heidi.shoriak@leememorial.org; Peter Fleischmann; Hustad, Kim; Gillmore, Timothy

PDF RFA to Agencies with Addendum 1.pdf 2 MB

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Good afternoon CoC Governing Board,

The 2019 CoC funding competition officially opened July 3, 2019 with the publication of the [HUD Notice of Funding Availability \(NOFA\)](#). This year's NOFA is simpler than in year's past, with the most notable change being HUD's philosophy on Housing First. Some of you may know that housing first to HUD meant placing an individual or family immediately into housing regardless of their "housing readiness", and providing supportive services throughout the housing stay. As per previous HUD guidance, lack of participation in those supportive services could not be grounds for penalty or removal from housing. As you can see by the excerpt below, HUD is "providing flexibility for housing first with service participation requirements."

6. Providing Flexibility for Housing First with Service Participation Requirements. The traditional Housing First approach has two basic parts: First, individuals are rapidly placed and stabilized in permanent housing without any preconditions regarding income, work effort, sobriety or any other factor. Second, once in housing, individuals never face requirements to participate in services as a condition of retaining their housing. The first part, placement into permanent housing without preconditions, is an important priority to ensure that federal funds are allocated to providers that serve the most vulnerable homeless individuals. This NOFA maintains the commitment to unconditional acceptance of individuals into housing, especially for people with a high degree of vulnerability. At the same time, allowing service participation requirements once a person has been stably housed may promote important outcomes (e.g., employment, increased income, reduced substance use, and strengthened social connection), so this NOFA also provides communities and programs with flexibility, without penalty, to use service participation requirements after people have been stabilized in housing (consistent with 24 CFR 578.75(h)). *(2019 HUD CoC NOFA Page 6)*

Aside from that, the application provides opportunities for new projects through the CoC Bonus (\$223,875), locally reallocated funds (\$573,660), and the DV Bonus (\$265,608); and allows for new Permanent Supportive Housing, Rapid Re-Housing, Transitional/Rapid Re-Housing, and Supportive Services Only – Coordinated Entry, as anticipated.

To start the local process, I have created and distributed an addendum to the existing Request for Applications (RFA). This addendum outlines the available funds and eligible project types, and re-opens the RFA to collect NEW CoC Project Applications. **The RFA is attached or can be viewed here: <https://www.lee.gov/dhs/funding/rfp>. Please distribute far and wide!**

The timeline for the 2019 CoC funding competition is as follows:

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Deadline for 2019 New Project Applications to be Submitted	August 9, 2019 before 5:00 pm
Performance Evaluation and Ranking Committee Meeting to Rank Projects	August 16, 2019 at 1:00 pm
CoC Governing Board Meeting to Review and Approve Projects to be Submitted to HUD	August 16, 2019 at 1:00 pm
Applicants Notified of Funding Decision	August 16, 2019 at 2:30 pm
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HUD Deadline for Submission of the 2019 CoC Application	September 30, 2019 before 8:00 pm

Finally, due to recent staff changes at CoC agencies, we are in need of TWO volunteers from the CoC Board to sit on the Performance Evaluation and Ranking Committee. This committee reviews the project performance for all CoC and ESG funded projects, and serves as the ranking committee for State and CoC homelessness funding competitions. To sit on the committee you must NOT be affiliated with an organization that receives, has applied, or intends to apply for CoC or State Homelessness Funding. If a committee member is affiliated with an agency that at any point decides to apply for funding, that committee member must immediately step down.

Please let me know if you have any questions or concerns.

Thank You,
Jeannie Sutton
 Acting Operations Manager
 Lee County Human and Veteran Services
 2440 Thompson Street
 Fort Myers, FL 33901
 Phone: (239) 533-7953
 Fax: (239) 533-7960
 E-mail: JSutton@lee.gov

Request for Applications: 2019 Continuum of Care Funding - New Projects - Mess...

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Sutton, Jeannie

Request for Applications: 2019 Continuum of Care Funding - New Projects

To Janet Bartos; Gilkerson, Deanna; Mercado, Roger; Gibbs, Maxine

RFA to Agencies with Addendum 1.pdf 2 MB Budget and Match Form.xlsx 19 KB

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Please Forward:

Good afternoon all,

The 2019 CoC funding competition is now open, and the Lee County CoC is requesting applications for NEW CoC projects. The Request for Applications (with addendum #1) and the Budget and Match form is attached, or can be viewed here: <https://www.leegov.com/dhs/funding/rfp>

An optional pre-application meeting will be held on July 15, 2019 at 3:30 pm at Lee County Human and Veteran Services, 2440 Thompson St., Fort Myers, FL 33901. Applications are due August 9, 2019 at 5:00 pm.

Thank You,

Jeannie Sutton

Acting Operations Manager
Lee County Human and Veteran Services
2440 Thompson Street
Fort Myers, FL 33901
Phone: (239) 533-7958
Fax: (239) 533-7960
E-mail: JSutton@leegov.com
Website: <http://leegov.com/dhs>

Continuum of Care

The Lee County Continuum of Care (CoC) is a group of community stakeholders who work together to address the needs of individuals and families who are homeless Lee County. The group includes funders, service providers, local businesses, and advocates who meet monthly at the Lee County Homeless Coalition General Meeting. The work of the Continuum of Care is carried out within several sub-committees, which plan for community education, advocacy, the Homeless Management Information and Coordinated Entry Systems, and community resources and needs.

Governing Board

The Continuum of Care is overseen by a Governing Board made up of community volunteers that represent a variety community sectors, including providers of housing, supportive services, health care, education, mental health treatment, substance abuse treatment, community advocates, and homeless or formerly homeless persons. The Governing Board meets regularly to evaluate the performance of community programs and identify strategic planning initiatives.

The Continuum of Care Governing Board is now accepting applications for new members.
Members are required to attend regular meetings and commit to a one year term.

MEETING AGENDAS*	MEETING MINUTES	DOCUMENTS
August 8, 2018	Meeting Minutes (April 3, 2018)	Continuum of Care Overview
September 12, 2018	Meeting Minutes (May 9, 2018)	Governance Charter
October 10, 2018	Meeting Minutes (June 28, 2018)	2019 Ranking and Reallocation Procedures
February 13, 2019	Meeting Minutes (August 8, 2018)	HMIS & Coordinated Entry
April 10, 2019	Meeting Minutes (September 12, 2018)	CoC System Map
June 12, 2019	Meeting Minutes (October 10, 2018)	Coordinated Entry Brochure
August 14, 2019	Meeting Minutes (February 13, 2019)	Strategic Planning Meetings Mintues
October 2, 2019	Meeting Minutes (April 10, 2019)	2019 CoC Strategic Plan
Decebmer 11, 2019	Meeting Mintues (May 8, 2019)	

*Meeting agendas will be published approximately one week prior to each meeting.

Funding

Lee County Human and Veteran Services serves as the Collaborative Applicant to compete on a national level for Homeless Continuum of Care (COC) funds through the U.S. Department of Housing and Urban Development (HUD). The application includes over \$1.7 million in requests for renewal projects and new requests for projects (when available) that address the needs of Lee County's homeless. Funds support programs for permanent housing, emergency shelter, and services for the homeless are provided by the following funded agencies:

- Community Assisted & Supported Living Inc. (CASL Inc.)
- The Salvation Army, a Georgia Corporation, Inc.

2019 Continuum of Care Funding Cycle

The U.S. Department of Housing and Urban Development (HUD) competitive Continuum of Care (CoC) funding cycle began on July 3, 2019. The Lee County CoC is now accepting applications for new projects.

2019 HOMELESS FUNDING COMPETITION	DATE
2019 CoC Registration Notice	Published January 31, 2019 Due March 14, 2019
2019 Lee County CoC Registration	Submitted February 5, 2019
2019 HUD CoC Notice of Funding Availability	Published July 3, 2019
Local Request for Applications for 2019 CoC New Projects (Addendum #1)	Published July 5, 2019
OPTIONAL Pre-Application Meeting at Human and Veteran Services, 2440 Thompson St., Fort Myers, FL 33901	July 15, 2019 at 3:30 pm
Deadline for Questions regarding Request for Applications	July 31, 2019
Response to Request for Applications Questions	August 2, 2019
Deadline for 2019 New Project Applications to be Submitted	August 9, 2019 before 5:00 pm
Applicants Notified of Funding Decision	August 16, 2019
CoC Application Published for Public Review Priority Listing Published for Public Review	On or before September 25, 2019
HUD Deadline for Submission of the 2019 CoC Application	September 30, 2019 before 8:00 pm

2018 Continuum of Care Funding Cycle

The U.S. Department of Housing and Urban Development (HUD) competitive Continuum of Care (CoC) funding cycle closed September 18, 2018. All new and renewal applications for the 2018 competition were reviewed by the local ranking committee according to the Ranking Committee Procedures using the 2018 Ranking Tool, and submitted to HUD before the deadline.

The following projects were submitted to HUD for funding consideration:

The Salvation Army - Rapid Re-Housing
 Community Assisted and Supported Living - Supportive Services (Consolidation of Broadway and San Souci)
 Community Assisted and Supported Living - San Souci
 Community Assisted and Supported Living - Broadway
 Community Assisted and Supported Living - Rental Assistance (Consolidation of S+C I and S+C II)
 Community Assisted and Supported Living - S + C II
 Community Assisted and Supported Living - S + C I
 Lee County CoC Planning (NEW)
 Lee County Housing Development Corporation - Domestic Violence Rapid Re-Housing (NEW)
 Center for Progress and Excellence - CPE Recovery House (NEW)
 Jewish Family and Children's Services - Rapid Re-Housing (NEW)

2018 CoC Funding Awards for Renewal Projects were announced on January 26, 2019.

Lee County was awarded \$1,705,495 for renewal projects.

State of Florida Homelessness Funding

The State of Florida, Department of Children and Families, Office on Homelessness released the Request for Applications for Unified Homelessness Grant for Fiscal Years 2019-2022 on January 28, 2019, and applications were due on March 29, 2019. Lee County's application includes three new projects, and requests \$570,000 in grant funds.



Lee County Homeless Coalition, Inc.

@leehomeless

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The 2019 CoC funding competition is now open, and the Lee County CoC is requesting applications for NEW CoC projects. The Request for Applications (with addendum #1) and the Budget and Match form can be viewed at <https://www.leegov.com/dhs/funding/rfp> Applications are due August 9, 2019 at 5:00 pm.



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Notices of Funding Availability

Visit Leegov.com to find useful information for residents, businesses and visitors of Lee County in Southwest Florida

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Thanks to Kindleigh for their donation of 30 backpacks filled with hygiene

2019 CoC Competition Opening - Message (HTML)

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Sutton, Jeannie

2019 CoC Competition Opening

To: rboisvert@saluscareflorida.org; srozier@cityfmyers.com; jhenderson@jfcsc-cares.org; sheri@hacfm.org; daviesah@cdmsmith.com; fredrichards@goodwillswfl.org; philipc@elitednatherapy.com; jsaffels@cfbhn.org; Richard McDaniel; Adina.bridges@centerstone.org; danyale@unitedwaylee.org; Mercado, Roger; leehomeless@gmail.com; Heidi Brown; Janet Bartos; matt@visaggio.co; Room 102 (Human Services); Shoriak, Heidi; Andrew Vereecke; beyondbarriersfl@gmail.com; sheenat@leeschools.net; carolyn@horcswfl.org; christine@communitycooperative.com; heidi.shoriak@leememorial.org; Peter Fleischmann; Hustad, Kim; Gillmore, Timothy

RFA to Agencies with Addendum 1.pdf
2 MB

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Good afternoon CoC Governing Board,

The 2019 CoC funding competition officially opened July 3, 2019 with the publication of the [HUD Notice of Funding Availability \(NOFA\)](#). This year's NOFA is simpler than in year's past, with the most notable change being HUD's philosophy on Housing First. Some of you may know that housing first to HUD meant placing an individual or family immediately into housing regardless of their "housing readiness", and providing supportive services throughout the housing stay. As per previous HUD guidance, lack of participation in those supportive services could not be grounds for penalty or removal from housing. As you can see by the excerpt below, HUD is "providing flexibility for housing first with service participation requirements."

6. Providing Flexibility for Housing First with Service Participation Requirements. The traditional Housing First approach has two basic parts: First, individuals are rapidly placed and stabilized in permanent housing without any preconditions regarding income, work effort, sobriety or any other factor. Second, once in housing, individuals never face requirements to participate in services as a condition of retaining their housing. The first part, placement into permanent housing without preconditions, is an important priority to ensure that federal funds are allocated to providers that serve the most vulnerable homeless individuals. This NOFA maintains the commitment to unconditional acceptance of individuals into housing, especially for people with a high degree of vulnerability. At the same time, allowing service participation requirements once a person has been stably housed may promote important outcomes (e.g., employment, increased income, reduced substance use, and strengthened social connection), so this NOFA also provides communities and programs with flexibility, without penalty, to use service participation requirements after people have been stabilized in housing (consistent with 24 CFR 578.75(h)). *(2019 HUD CoC NOFA Page 6)*

Aside from that, the application provides opportunities for new projects through the CoC Bonus (\$223,875), locally reallocated funds (\$573,660), and the DV Bonus (\$265,608); and allows for new Permanent Supportive Housing, Rapid Re-Housing, Transitional/Rapid Re-Housing, and Supportive Services Only – Coordinated Entry, as anticipated.

To start the local process, I have created and distributed an addendum to the existing Request for Applications (RFA). This addendum outlines the available funds and eligible project types, and re-opens the RFA to collect NEW CoC Project Applications. **The RFA is attached or can be viewed here: <https://www.lee.gov/dhs/funding/rfp>. Please distribute far and wide!**

The timeline for the 2019 CoC funding competition is as follows:

2019 CoC Registration Notice	Published January 31, 2019
2019 Lee County CoC Registration	Submitted February 5, 2019
2019 HUD CoC Notice of Funding Availability	Published July 3, 2019
Local Request for Applications for 2019 CoC New Projects (Addendum #1)	Published July 5, 2019
OPTIONAL Pre-Application Meeting at Human and Veteran Services, 2440 Thompson St., Fort Myers, FL 33901	July 15, 2019
Deadline for Questions regarding Request for Applications	July 31, 2019
Response to Request for Applications Questions	August 2, 2019
Deadline for 2019 New Project Applications to be Submitted	August 9, 2019 before 5:00 pm
Performance Evaluation and Ranking Committee Meeting to Rank Projects	August 16, 2019 at 1:00 pm
CoC Governing Board Meeting to Review and Approve Projects to be Submitted to HUD	August 16, 2019 at 1:00 pm
Applicants Notified of Funding Decision	August 16, 2019 at 2:30 pm
CoC Application Published for Public Review Priority Listing Published for Public Review	On or before September 25, 2019
HUD Deadline for Submission of the 2019 CoC Application	September 30, 2019 before 8:00 pm

Finally, due to recent staff changes at CoC agencies, we are in need of TWO volunteers from the CoC Board to sit on the Performance Evaluation and Ranking Committee. This committee reviews the project performance for all CoC and ESG funded projects, and serves as the ranking committee for State and CoC homelessness funding competitions. To sit on the committee you must NOT be affiliated with an organization that receives, has applied, or intends to apply for CoC or State Homelessness Funding. If a committee member is affiliated with an agency that at any point decides to apply for funding, that committee member must immediately step down.

Please let me know if you have any questions or concerns.

Thank You,
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Acting Operations Manager
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Fort Myers, FL 33901
Phone: (239) 333-7953
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E-mail: JSutton@lee.gov

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Sutton, Jeannie

Request for Applications: 2019 Continuum of Care Funding - New Projects

To Janet Bartos; Gilkerson, Deanna; Mercado, Roger; Gibbs, Maxine

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Thank You,

Jeannie Sutton

Acting Operations Manager
Lee County Human and Veteran Services
2440 Thompson Street
Fort Myers, FL 33901
Phone: (239) 533-7958
Fax: (239) 533-7960
E-mail: JSutton@leegov.com
Website: <http://leegov.com/dhs>



Posted Date: July 5, 2019

Request for Applications: 2019 Funding to Address Homelessness

Subject: Addendum #1

This addendum re-opens the Request for Applications for 2019 Funding to Address Homelessness for the purpose of obtaining additional **NEW project applications for the 2019 HUD Continuum of Care (CoC)** funding process.

Applications for new CoC projects must be submitted via email to Jeannie Sutton at jsutton@leegov.com, on or before August 9, 2019 at 5:00 pm.

The following represents modifications to the above referenced Request for Applications. This addendum shall hereafter be regarded as part of the Request for Applications. Items not referenced herein remain unchanged. The information below provides updated timelines, eligible project types and funding amounts available for NEW project applications to be submitted for 2019 CoC funding.

PLEASE NOTE: This addendum does not re-open the funding competition for State Emergency Solutions Grant, Challenge Grant, or Temporary Assistance for Needy Families – Prevention funds, which were included in the original Request for Applications.

Funding Available

Funds available for 2019 HUD Continuum of Care New Projects include,

- **\$797,535 for the following project types:**
 - Permanent Supportive Housing (PSH) for *individuals or families* that are defined as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3;
 - Rapid Re-Housing (RRH) for *individuals* that are defined as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3;
 - Joint Transitional Housing (TH) and Rapid Re-Housing (RRH) component for *individuals* that are defined as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3;
 - Supportive Services Only for Coordinated Entry (SSO-CE); and
- **\$265,608 for the following project types:**
 - Rapid Re-Housing (RRH) dedicated to serving survivors of domestic violence, dating violence, or stalking that are defined as homeless at 24 CFR 578.3;
 - Joint Transitional Housing (TH) and Rapid Re-Housing (RRH) component dedicated to serving survivors of domestic violence, dating violence, or stalking that are defined as homeless at 24 CFR 578.3.

HVS shall make funding available to projects that:

1. Demonstrate the ability to quickly connect persons experiencing homelessness to permanent housing;
2. Emphasize exits from assisted programs to stable permanent housing destinations;
3. Use only the Coordinated Entry process to receive referrals and prioritize program entry;
4. Leverage community partnerships to provide supportive services, especially those which link clients to employment opportunities;
5. Emphasize stable, permanent housing as the primary strategy for ending homelessness;
6. Provide innovative solutions and evidence-based approaches to move Lee County forward in making homelessness rare, brief and onetime.

Pre-Application Workshop

A pre-application workshop will be held at 3:30 pm on Monday, July 15, 2019, to answer questions about this Addendum. The workshop is NOT mandatory, but applicants are strongly encouraged to attend.

Questions Regarding this RFA

Questions must be submitted in writing to Jeannie Sutton at jsutton@leegov.com and be received no later than Wednesday, July 31, 2019. HVS will compile all questions and answers, and post on the Lee County CoC webpage (<https://www.leegov.com/dhs/funding/coc>), no later than 5:00 pm, Friday, August 2, 2019.

Critical Dates and Timeline

Friday, July 5, 2019	Addendum #1 issued to Request for Applications for 2019 Funding to Address Homelessness
Monday, July 15, 2019 at 3:30 pm	OPTIONAL Pre-Application Meeting at Human and Veteran Services, 2440 Thompson St., Fort Myers, FL 33901
Wednesday, July 31, 2019	Deadline for questions regarding Request for Applications
Friday, August 2, 2019 before 5:00 pm	Response to questions will be posted on https://www.leegov.com/dhs/funding/coc
Friday, August 9, 2019 before 5:00pm	SUBMISSION DEADLINE – Project Applications must be submitted via e-mail to jsutton@leegov.com
Friday, August 16, 2019 before 5:00pm	Applicants will be provided written notice regarding the funding decision

Proposers must acknowledge receipt of this addendum when submitting a response to this Request for Applications. All other terms and conditions of the Request for Applications are and shall remain the same.

Jeannie Sutton, Acting Operations Manager
Lee County Human and Veteran Services
Phone: 239-533-7958
E-mail: jsutton@leegov.com

The 2019 HUD CoC Notice of Funding Availability can be viewed at:
www.hudexchange.info/resource/5842/fy-2019-coc-program-nofa

2019 HUD CoC Competition – New Projects

At the time of this RFA, no information has been released regarding HUD’s 2019 CoC Program Competition process or application. Permanent Housing Bonus and/or reallocated funding for new projects **MAY** be available. If this funding is available, HVS will select an applicable project from the applications received under this request. **The approximate grant award amount if a bonus project is made available is \$150,000.**

Eligible Activities

HUD CoC Program funding for a new project (if available) can be used for the following project types:

- Permanent Housing (PH)
 - Permanent Supportive Housing (PSH) – to include project-based and/or scattered site rental assistance/leasing projects with supportive services for individuals and families experiencing chronic homelessness.
 - Rapid Re-Housing (RRH) - housing search and relocation services and short- and medium-term rental assistance to move homeless persons and families (with or without a disability) as rapidly as possible into permanent housing.
- Joint Transitional Housing – Rapid Rehousing Combination Projects

In the event HUD’s 2019 CoC Program Competition does allow for the submission of a new project, the project will be selected from the applications received through this RFA process.

Projects must meet all CoC Program and HUD requirements.

CoC Program Eligibility Requirements:

<https://www.hudexchange.info/coc/coc-program-eligibility-requirements/>

CoC Program Laws, Regulations, and Notices:

<https://www.hudexchange.info/coc/coc-program-law-regulations-and-notices/>

CoC Match Documentation:

<https://www.hudexchange.info/faqs/1561/what-are-the-documentation-requirements-for-in-kind-services-as-match/>

Lee County Continuum of Care Written Standards and Coordinated Entry Policies and Procedures:

<https://www.lee.gov/dhs/Documents/HMIS/Coordinated-Entry/CE-Policy-Procedures-Manual-2018.pdf>

Eligible Clients

To be eligible for assistance with Continuum of Care funds, individuals or families must meet the following criteria:

- Unsheltered individuals and families who qualify as homeless under Category one (1) and Category four (4) of HUD’s Definition of Homelessness. **(See Appendix 1)**
- Additional eligibility criteria may apply depending on program component:
<https://www.hudexchange.info/programs/coc/coc-program-eligibility-requirements/>

2019 HUD CoC Program – Renewal Projects

As of this RFA, HUD has not opened the 2019 CoC Program Competition; therefore, additional information and requirements specific to the HUD’s CoC Program Competition will be released as an addendum to this RFA to ensure compliance with any and all of HUD’s requirements contained in their (HUD) 2019 CoC Program Competition NOFA.

CoC Renewal Projects - The following CoC projects are eligible for renewal based on the approved funding award amounts from HUD’s 2018 CoC Program Competition.

Agency	Project Name	Project Type	Amount of Renewal Funding
Community Assisted and Supported Living (CASL)	CASL Rental Assistance	PSH	\$156,984
Community Assisted and Supported Living (CASL)	CASL Supportive Services	PSH	\$122,134
The Salvation Army (TSA)	TSA Rapid Re-Housing	RRH	\$1,426,377

The CoC funded agencies listed above must submit only a letter of intent to renew AND/OR reallocate funding by 5:00 pm Wednesday, February 27, 2019.

HVS will issue additional information, deadlines and the CoC Renewal Project scoring criteria following HUD’s release of their 2019 CoC Program Competition NOFA.

SECTION III: Funding Guidelines

Administrative Costs

The amount of funds available for administrative cost varies from source to source, with some funding sources providing no admin funding. If awarded, the project's admin funding will be based on available and allowable admin funding as determined by the funding sources, and may be divided between HVS and the applicant. Eligible costs include general management, oversight, and coordination; training on grant requirements; consolidated plans; and environmental reviews

Funding Source	Maximum Percent of Admin Allowed
Emergency Solutions Grant (ESG)	5%
Challenge Grant	8%
Temporary Assistance for Needy Families – Prevention	3%
Continuum of Care (CoC)	10%

Cost Reimbursement

All contracts will be on a cost reimbursement basis. Sub-recipient will be required to submit proper back-up documentation for project eligible expenses as determined by the funding source regulations and requirements.

Match

Match may be cash or in-kind for otherwise eligible project costs by the funding source. All match must be documented in writing. While the required amount of match differs based on funding source, all funding sources require match. Match is defined as the provision of direct eligible costs to the project from a source other than the funding source. Match can be provided through an agency's other funded projects, which may also provide services to the funded project's clients or through community partners that, are providing additional, eligible services to a funded project's clients. Match guidelines are as follows:

Funding Source	Percent of Match Required
Emergency Solutions Grant (ESG)	100%
Challenge Grant	100%
Temporary Assistance for Needy Families – Prevention	No Match Required
Continuum of Care (CoC)	25%

Cost of Submitting Applications

The cost of preparing and submitting an application is the sole responsibility of the applicant and shall not be chargeable in any manner to HVS. HVS will not reimburse any applicant for any costs associated with the preparation and submission of an application, including but not limited to, expenses incurred in making an oral presentation, or participating in an interview (*if required*).

Conflict of Interest

The applicant agrees that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of services required if a contract is awarded. The applicant further agrees that no person having any such interest shall be employed or engaged for said performance. The applicant agrees that no employee, officer, agent of the applicant or its sub-recipients shall participate in the selection, award or administration of a contract or construction bid if a conflict-of-interest, either real or implied, would be involved. The applicant or sub-recipient employees, officers and agents should refrain from accepting gratuities, favors or anything of monetary value from contractors or potential contractors based on the understanding that the receipt of such an item of value would influence any action or judgment of the applicant.

For federally funded contracts, conflict of interest provisions described in 2 CFR 200.112 and all other HUD regulations currently in effect and as may be amended from time to time shall apply.

State and Federal Administrative Requirements

Agencies must comply with Federal administrative requirements. All agencies awarded funds through this RFA will be required to comply with a variety of requirements governing the use of State and Federal funds. Additionally, agencies awarded funds through this RFA will be required to provide access to their financial records to a representative of HVS to evaluate their financial management systems. HVS staff will monitor each program to ensure compliance with the terms of the funding agreement between the HVS and the agency. This will include monitoring records kept by the applicant to demonstrate the eligibility of clients, the services provided, and other required information.

Liability insurance is required for all Grants. All agencies awarded funds will be required to obtain liability and worker's compensation coverage that will be further defined in the funding agreement, if awarded. **Lee County Board of County Commissioners must be named as the Certificate Holder and the additional insured.**

Handicapped Accessibility – All projects must be accessible to persons with disabilities. Programs, information, participation, communications and services must be accessible to persons with disabilities. Agencies must comply with Section 504 of the Rehabilitation Act of 1974 and Americans with Disabilities Act (ADA).

Nondiscrimination – All funded agencies must ensure that all persons have fair and equal access to all forms of assistance regardless of race, color, national origin, age, sex, familial status, religious preference, disability, type or amount of disability, gender identity, perceived gender identity, marital status, sexual orientation, or perceived sexual orientation. These non-discriminatory practices apply to employment and contracting as well as to marketing, and selection of project participants. The Lee County CoC requires agencies to practice a person-centered model that incorporates participant choice and inclusion of all homeless subpopulations present in Lee County, including homeless veterans, youth, and families with children, individual adults, seniors, victims of domestic violence, and Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, and Intersex (LGBTQI) individuals and families.

The Lee County CoC operates in accordance with all federal statutes including, but not limited to: the Fair Housing Act, Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act, and Title II and Title III of the Americans with Disabilities Act. All service providers, where assistance is provided through Community Planning and Development (CPD) programs, including assistance under the: HOME Investment Partnerships program (24 CFR part 92), Housing Trust Fund program (24 CFR part 93), Community Development Block Grant program (24 CFR part 570), Housing Opportunities for Persons With AIDS program (24 CFR part 574), Emergency Solutions Grants program (24 CFR part 576), Continuum of Care program (24 CFR part 578), or Rural Housing Stability Assistance Program (24 CFR part 579), must ensure equal access to the HUD-assisted program in accordance with all general HUD program requirements as specified in 24 CFR Part 5.

Additionally, funded agencies must maintain compliance with the HEARTH Act's involuntary family separation provision (42 USC 11361a), which ensures that emergency shelters, transitional housing, and permanent housing providers within the CoC do not deny admission to or separate any family members from other members of their family based on age, sex, marital status, gender, gender identity, perceived gender identity, sexual orientation, or disability, when entering shelter or housing.

Funded agencies must maintain records demonstrating compliance with the nondiscrimination and equal opportunity requirements under §576.407(a), including data concerning race, ethnicity, disability status, sex, and family characteristics of persons and households who are applicants for, or program participants in, any program or activity funded in whole or in part with the awarded funding source and the affirmative outreach requirements in § 576.407(b).

Formal Termination Policy – Funded agencies must develop a formal Termination Policy that clearly describes a process by which clients' services may be terminated if program requirements are violated. The process must recognize individual rights and allow termination in only the most severe cases. Termination processes for rental assistance, leasing, and/or housing relocation and stabilization services must include written notice to the program participant, with a clear statement of reasons for termination; review of decision to terminate, with opportunity for the program participant to present written or oral objections to agency; prompt written notice to the project participant of final decision.

Supportive Assistance – Funded agencies must assure that homeless individuals and families are connected to appropriate supportive services including permanent housing, mental health treatment, medical health treatment, counseling, case management, supervision, and other services essential for achieving maintaining permanent, stable housing. Additionally, agencies must assure that the homeless are assisted in obtaining other Federal, State, local and private assistance, where available. This will include individually assisting clients to identify, apply for and obtain benefits under mainstream health and social services program for which they are eligible such as: TANF, Medicaid, SSI/SSDI, Food Stamps, and various Veterans Programs. *The Lee County CoC encourages a “soft hand-off” model, which ensures transfer of client and referral information directly to the receiving case manager, and prevents missed service connections.*

Confidentiality – Agencies must comply with confidentiality requirements and privacy protections outlined in the CoC written standards (<https://www.lee.gov.com/dhs/Documents/HMIS/Coordinated-Entry/CE-Policy-Procedures-Manual-2018.pdf>), and Homeless Management Information System Privacy Notice (<https://www.lee.gov.com/dhs/Documents/HMIS/HMIS-Privacy-Notice.pdf>).

Participation in Continuum of Care (CoC) – Any agency awarded funding through this RFA is **required** to

- 1) actively participate in the CoC including attendance at the monthly CoC and By-Name List committee meetings,
- 2) actively participate and comply with Homeless Management Information System (HMIS) Procedures, and
- 3) participate in the Coordinated Entry Process.

Minimum Funding Request

The minimum funding request for any project is \$25,000. HVS reserves the right to award more or less than the amount of funds requested based on funding available.

CoC renewal projects may not request more than the renewal amounts listed in this RFA due to HUD guidelines. CoC projects may request less than the amount listed if they are voluntarily providing funding for reallocation. See CoC Ranking and Reallocation Policy. Any funding that may become available due to a renewal project’s reduced request may be allocated/reallocated to a new project as stated in this RFA.

SECTION IV: Application Evaluation and Selection

Threshold Requirements

Applications will be reviewed by HVS staff to ensure the submission does NOT contain any fatal flaws, as listed below. If HVS determines the threshold requirements are not met, the project will be rejected and the applicant agency notified in writing. If the applicant and application are determined eligible, then the application will proceed to the Application Review, Scoring and Conditional Selection Process.

Fatal Flaws

Applications that commit the following will be considered as having a fatal flaw, and will not be given consideration for funding:

- Applicant agency did not attend the Mandatory Pre-Application Workshop
- Applications received after the stated due date and time
- Applications received from an agency not eligible to apply (is not a non-profit, local government and/or is listed on the Excluded Parties List)
- The Application is not signed by the agency official designated to execute contracts

Application Review, Scoring and Conditional Selection Process

Applications that meet threshold criteria will be forwarded to the CoC Performance Evaluation and Ranking Committee for review, scoring and conditional selection. The Committee Members will meet to review and score each project application in accordance with the CoC Ranking and Reallocation Policies and 2019 Lee County CoC Homeless Funding Project Ranking Tool (**Appendix 3**).

Committee Members who have an interest in a submitted project application will recuse themselves from scoring the project in which they have an interest. An interest includes being an employee, volunteer and/or board member of an applicant agency or other entity that is direct partner and/or would otherwise directly benefit of the proposed project.

Notice of Funding Decision

HVS staff will provide written notice regarding the funding decision to each applicant by **Wednesday, March 13, 2019 at 5:00 pm.**

Post Award Requirements

If awarded, a contract will be executed by the Lee County Board of County Commissioners and administered by the HVS (See Sample Contract Document in Appendix 2). The contract will be based upon the information submitted in the application, all accompanying exhibits/attachments and any additional information that is requested/received during the review phase. Contract language is not negotiable. **The contract is reimbursement based and the applicant must be able to pay for project costs prior to requesting payment.** Modifications and updates to application exhibits may be required prior to contract execution. Applicants should review the attached contract to ensure their ability to comply with all requirements and expectations, including potential increased insurance coverage and financial audits.

Appendix 3 – 2019 Lee County CoC Homeless Funding Project Ranking Tool

**FY 2019 Lee County CoC Homeless Funding
Project Ranking Tool**

<i>This portion of the ranking tool will be completed by the Collaborative Applicant (Lee County HVS).</i>	Threshold Requirements				
	AGENCY 1	AGENCY 2	AGENCY 3	AGENCY 4	AGENCY 5
Applicant attended the Mandatory Pre-Proposal Workshop. <i>If no, ineligible to apply.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Proposal was submitted by deadline. <i>If no, ineligible to apply.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Applicant is a local government or non-profit organization with 501c3 Status <i>If no, ineligible to apply.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Applicant agency has been in operation for at least 12 months prior to application deadline <i>If no, ineligible to apply.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Organization is NOT listed on the excluded parties list. <i>If no, ineligible to apply.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Application is signed by agency official designated to execute contracts <i>If no, ineligible to apply.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Eligible to Apply	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
HVS Review Staff Initial: Date of Threshold Review:					

Project Scoring

Please enter your score for each scoring criteria based on the project proposal. While most scoring factors are related to specific questions, reviewer may consider all elements of the proposal to determine score for each item. Please use only whole and half points.

CoC and HMIS Participation

Agencies that are active and participating members of the CoC and HMIS will receive additional points for their participation.

	AGENCY 1	AGENCY 2	AGENCY 3	AGENCY 4	AGENCY 5
<p>Applicant regularly attended CoC Governing Board and/or General Membership meetings held between July 1, 2017 and June 30, 2018? <i>HVS will provide attendance records for each agency.</i></p> <p style="text-align: center;">Maximum Point Value: 3</p>					
<p>Applicant agency actively enters data into HMIS as defined by having entered data within the past 90 days (inclusive of any/all of applicants projects using HMIS)</p> <p><i>DV Providers prohibited from entering into HMIS will receive maximum points.</i></p> <p><i>HVS Staff will provide list of agency's actively entering data.</i></p> <p style="text-align: center;">Maximum point value: 3</p>					
<p style="text-align: center;">Applicant's Overall HMIS Data Quality</p> <p>Applicants are required to maintain satisfactory data quality, categories with greater than 10% missing data are considered to have poor data quality.</p> <p><i>HVS Staff will provide data quality results for each agency.</i></p> <p style="text-align: center;">Maximum point value: 3</p>					

Project Proposal

The following elements are directly stated in the RFA as required information related to the project proposal.

	AGENCY 1	AGENCY 2	AGENCY 3	AGENCY 4	AGENCY 5
Housing First and SOAR Implementation: The project will strictly adhere to low barrier and housing first practices, and has a plan to incorporate SOAR assistance and access to mainstream benefits into housing and case management services. Maximum Point Value: 5					
Alignment with Community Goals and Needs: The project will assist the CoC in achieving stated goals and/or is a project specifically identified as a priority within the RFA. The project will help to ensure homelessness in Lee County is rare brief and one-time, and fill a gap in services or housing. Maximum Point Value: 5					
Innovation and Best Practices: The project is innovative, and addresses housing and service needs in manner not already found within the CoC, or addresses housing and service needs for a population not currently being served in the CoC. The project is designed around a national best practice or existing evidence based program. Maximum Point Value: 5					
Agency's Capacity and Experience: The agency has at least 12 months experience addressing the needs of and providing services to low income households who are homeless, formerly homeless or at risk of becoming homeless. The agency also makes clear efforts to provide quality services through a person centered, housing focused model and ensuring "soft hand-offs" when referrals are required. Maximum Point Value: 5					
Timeliness: The agency has a clear schedule for project implementation, spending, and reporting, and will be able to carry out activities within the funding period. Maximum Point Value: 5					
Budget, Match and Leverage: The project has a reasonable budget, all anticipated costs are eligible under one of the available funding sources, and adequate match has been committed. The project also uses leveraged funds to expand available housing and services. Maximum Point Value: 5					
Project Outcomes: The project has a estimated outcomes that are within CoC and HUD standards, and support the goal of making homelessness in Lee County rare, brief, and one-time. Maximum Point Value: 5					
Proposal Presentation: The proposal is organized, and adheres to RFA instructions. Narratives are clear and concise, and the proposal presents new and original information to be considered for funding. Maximum Point Value: 3					
BONUS POINTS: Does this project increase the number of beds in the CoC's Geographic area? Maximum Point Value: 3					
Total	0.00	0.00	0.00	0.00	0.00
Total Available Points = 50					
Rank:	1	1	1	1	1

Reviewer Signature

Date of Review

Reviewer Name

Committee Member's Overall Observations/Concerns:

**Memorandum of Understanding
for
Workforce Innovation and Opportunity Act (WIOA)
One-Stop Career Center System
Partners of the American Job Center Network**

This Memorandum of Understanding (MOU) is made pursuant to the Workforce Innovation and Opportunity Act (WIOA) of 2014, and is entered into by the American Job Center Network Partners:

Local Workforce Development Board (LWDB): **CareerSource Southwest Florida, LWDB-24**
Chief Elected Official (CEO) Name, Title: **Michael Swindle, Commissioner**

Required Partners

Partner Name	Program	Program Authority
CareerSource Southwest Florida	WIOA Adult, Dislocated Worker, and Youth Programs; Employment Service; Trade Adjustment Assistance (TAA) Activities; Temporary Assistance for Needy Families (TANF) program; Jobs for Veterans State Grants (JVSG) - LVER & DVOP	WIOA Title I – Adult, Dislocated Worker, and Youth Programs; Wagner-Peyser Act (29 U.S.C. 49 et seq.) as amended by WIOA title III; Chapter 2 of title II of the Trade Act of 1974 (19 U.S.C. 2271 et seq.); Part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), under 20 CFR 678.405(b); Chapter 41 of title 38, U.S.C. / WIOA 121(b)(1)(B)(viii).
FLDOE / Division of Vocational Rehabilitation	State Vocational Rehabilitation (VR) Services program	Title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.) as amended by WIOA title IV, (other than section 112 or part C of title I of such Act (29 U.S.C. 732, 741);
FLDOE / Division of Blind Services	State Blind Services	Title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.) as amended by WIOA title IV, (other than section 112 or part C of title I of such Act (29 U.S.C. 732, 741);
Charlotte County Public Schools Collier County Public Schools Glades County School District Hendry County Schools School District of Lee County	Adult Education and Literacy Act (AEFLA) programs	Adult Education and Literacy (WIOA 121(b)(1)(B)(iii)) -- Title II
Charlotte County Public Schools Collier County Public Schools Glades County School District Hendry County Schools School District of Lee County	Career and Technical Education programs - post-secondary level	Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV), (20 U.S.C. 2301 et seq.)
AARP Foundation	Senior Community Service Employment Program (SCSEP)	Title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.)
Cornerstone Solutions	Job Corps	WIOA Title I – Job Corps (29 USC 2881-2900, 29 USC 2901)
none available	Employment and training	Department of Housing and Urban Development (HUD) / (WIOA 121 (b)(1)(B)(xi))
Lee County Department of Health and Human Services	Employment and training activities under CSBG programs	Community Services Block Grant (42 USC 9901 et seq.)
Collier County Public Schools/ Immokalee Technical College (ITECH)	Farmworker Career Development Program (FCDP) - Migrant and seasonal farmworker programs	WIOA Title I – Migrant and Seasonal Farm Worker Programs (29 USC 2912, 29 USC 2919)
FL Department of Economic Opportunity (DEO)	Unemployment compensation (Reemployment Assistance)	State unemployment compensation laws (in accordance with applicable Federal law)

They are collectively referred to as the "Parties" to this MOU. This MOU will be in effect from July 1, 2017, through June 30, 2020, unless an extension is granted.

The purpose of this MOU is to describe the cooperative workforce training, employment and economic development efforts of CareerSource Southwest Florida and the Partners and the actions to be taken by each to assure the coordination of their efforts in accordance with state issued requirements in order to establish and maintain an effective and successful "One-Stop" delivery system.

This agreement is intended to coordinate resources and to prevent duplication and ensure the effective and efficient delivery of workforce services in Southwest Florida. In addition, this agreement will establish joint processes and procedures that will enable the Partner to integrate with the current one-stop service delivery system resulting in a seamless and comprehensive array of education, human service, job training, and other workforce development services to persons within Southwest Florida.

The parties to this document agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the parties' respective programs, services, and agencies. The Southwest Florida Workforce Development Board, Inc., dba CareerSource Southwest Florida has been designated by the chief elected official as the administrative entity, grant recipient and fiscal agent.

All Local Workforce Development Boards (LWDBs) are required to establish and operate local service delivery systems in accordance with WIOA Section 121, with the WIOA State Plan, and with the WIOA Local Plan for their respective local areas. WIOA Section 134(c) lists the services and activities that must be provided through the delivery system. WIOA Section 107(d) gives the LWDBs the responsibility for oversight of the delivery system in each local area and requires the LWDBs to describe the activities and functions of the service delivery system and to prescribe the guidelines for carrying out these responsibilities in the Local WIOA Plan.

One-Stop Centers		
	Address	Full-Service or Satellite
1	750 South 5th Street, Immokalee, FL 34142	Full-Service
2	215-B South Francisco Street, Clewiston, FL 33440	Full-Service
3	4150 Ford Street Extension, Fort Myers, FL 33916	Full-Service
4	3050 Horseshoe Drive North, Building A, Suite 110, Naples, FL 34104	Full-Service
5	3745 Tamiami Trail, Port Charlotte, Florida 33952	Full-Service
6	1020 Cultural Park Boulevard, Cape Coral, FL 33990	Satellite
7	921 Anvil Circle, LaBelle, FL 33935	Satellite

Administrative Structure			
	Entity Name & Contact	Address	Email
Administrative Entity	Southwest Florida Workforce Development Board, Inc. dba CareerSource Southwest Florida, Joe Paterno	9530 Marketplace Road, Suite 104 Fort Myers, FL 33912	jpaterno@sfwdb.org
Fiscal Agent	Southwest Florida Workforce Development Board, Inc. dba CareerSource Southwest Florida, Mike Egan	9530 Marketplace Road, Suite 104 Fort Myers, FL 33912	megan@sfwdb.org
Chief Elected Official	Commissioner Mike Swindle	Hendry County BOCC P O Box 1760 LaBelle, FL 33975-1760	swindlem@hendry-schools.net
One-Stop Operator	Tracy Lansberry	8509 Brittani Drive Fort Myers, FL 33912	Tracy1948@hotmail.com

Partner Responsibilities

- A. WIOA Section 121 (b) lists the minimum responsibilities of all required partners under WIOA. For consistency, all Partners will assume the responsibilities identified below, unless inconsistent with the federal law and regulations that authorize the Partner program.
1. Make career services provided under the Partner's program available to individuals through the area's delivery system in accordance with this MOU.
 2. Participate in infrastructure cost-sharing activities as described in this MOU and use a portion of funds made available to each partner's program—to the extent not inconsistent with the federal law that authorizes each partner program—to:
 - a. Create and maintain the delivery system; and
 - b. Provide career services per WIOA Section 134(c)(2).
 3. Remain as a party to this MOU throughout the Agreement period in order to participate as a partner per WIOA Section 121(c).
 4. Participate in the operation of the system in accordance with the terms of this MOU and with the requirements of authorizing laws per WIOA Section 121(b)(1)(B).
 5. Required Partners must provide representation on the area's LWDB per WIOA Section 121 (b)(1). Additional partners may participate on the Area's LWDB with the agreement of the Area's LWDB members and CEO. However, when a program is administered by more than one entity in the area, it is not necessary that every entity provide representation on the LWDB. One entity may provide representation on the LWDB for the program.
- B. In addition to the minimum responsibilities required under WIOA as identified in Section A, Partner responsibilities include:
1. Provide priority of service to veterans and covered spouses for any qualified job training program pursuant to the Jobs for Veterans Act as prescribed in 38 USC 4215.

2. Compliance with WIOA and all federal, state, and local laws, regulations, rules, policies and plans applicable to parties in their respective roles under this MOU and as consistent with the rules that govern each partner's respective program. Each partner expressly agrees to notify LWDB of any changes to the rules governing its respective program that impact the partner's performance under this MOU. LWDB will communicate the changes to the operators and any other affected partners.
3. Each partner must ensure compliance by its staff members who work in the One-Stop center with CareerSource Southwest Florida policies and procedures. Should a conflict exist between the CareerSource Southwest Florida personnel policies and a partner's personnel policies, the partner's policies will prevail.
4. Use of common practices and procedures; forms and documents; software systems or applications; and other forms of media as agreed to by all parties in the performance of One-Stop center services and activities and functions that support the service delivery system.

Programs, Services, & Activities

- A. WIOA Section 121(b)(1)(B) identifies the programs, services and related activities that must be provided through the delivery system in each local area. WIOA Section 121(c)(2) requires this MOU to include a description of the services that will be provided through the area's service delivery system and to identify the service delivery method(s) each partner will use to deliver the services. This MOU will also identify the career services, training, and employer services that each partner will provide to ensure that all parties' responsibilities are clearly identified herein.
- B. The One-Stop Services hereby incorporated, lists and describes the career, training, and employer services and the array of service delivery methods.

Career Services offered include:

1. WIOA Adult, Dislocated Worker, and Youth
2. Temporary Assistance for Needy Families (TANF)
3. Supplemental Nutrition Assistance Program (SNAP)
4. Employment services authorized under the Wagner-Peyser Act
5. Vocational Rehabilitation
6. Blind Services
7. Migrant and seasonal farmworker (MSFW)
8. Senior Community Service Employment Program (SCSEP)
9. Ticket to Work
10. Disabled Veterans' Outreach Program (DVOP)

Training Services offered include:

1. Adult education and literacy
2. Job Corps
3. Florida Farmworker Jobs and Education Program
4. Career and technical education programs at the post-secondary level
5. Department of Housing and Urban Development employment and training activities
6. Trade Adjustment Assistance (TAA) activities

Employer Services offered include:

1. Business Services
2. Recruitment assistance for employers
3. Scheduling, screening and testing for employers

Required Partner Services

Partner Name	Program Name	Services Offered (from page 2)			Service Delivery Method (from page 4)	Location Code (from page 2)
		Career	Training	Employer		
CareerSource Southwest Florida	WIOA Adult, Dislocated Worker, and Youth Programs ; Temporary Assistance for Needy Families (TANF) program	1, 3, 7 2		1, 2, 3	FT FT	1-5 1-5
Job Corps, USDOL	Job Corps		2			1-7
Collier County Public Schools/ Immokalee Technical College (ITECH)	National Farmworker Jobs Program (Migrant and seasonal farmworker programs)		3		PT, T, B	1, 2, 7
DEO through CareerSource Southwest Florida	Employment Service ; Trade Adjustment Assistance (TAA) Activities ; Jobs for Veterans State Grants (JVSG) - LVER & DVOP	4 10		1, 2, 3	FT FT FT	1-7 1-7 1-5
AARP Foundation	Senior Community Service Employment Program (SCSEP)	8				1, 3, 4, 5
FL Department of Economic Opportunity (DEO)	Unemployment compensation (Reemployment Assistance)					1-7
Charlotte County Public Schools Collier County Public Schools Glades County School District Henry County Schools School District of Lee County	Adult Education and Literacy Act (AEFLA) programs Career and technical education programs - post-secondary level		1 4		T, B T, A, B	1-7 1-7
FLDOE / Division of Vocational Rehabilitation	State Vocational Rehabilitation (VR) Services program	5			FT, PT, T, A, B	1-7
FLDOE / Division of Blind Services	State Blind Services	6			T, A, B	1-7
Lee County Department of Housing and Urban Development (HUD)	Employment and training		5		T, B	3, 6
Lee County Department of Health and Human Services	Employment and training activities under CSBG programs.				T, B	3, 6

Required Partner Services: The table above identifies the services each required partner will provide and the method(s) of service delivery each partner will use. The services are identified by the corresponding numbers listed for each service in the Services Document. The service delivery methods are identified by the following service delivery codes: FT - On-Site Staff Full Time, PT - On-Site Staff Part Time, C - Contracted Service On-Site Full Time, C/PT - Contracted Service On-Site Part Time, C/Off - Contracted Service Off-Site, T - Access Via Telephone, A - Access Via Automated System, B - Brochure/Handout, P - Posting at One-Stop Center, O - Other and NA - Not Applicable.

Method of Referral

Pursuant to WIOA Section 121(c)(2)(A)(iii), the parties agree that the referral of individuals between the One-Stop partners' for the services and activities described will be performed using the following methods:

Referrals will be routinely made between programs and organizations in cases where customers served initially by one organization are deemed to be able to benefit from services provided by another organization and/or the natural continuum of service is adult education leading to postsecondary Career and Technical education to work readiness and ultimately employment.

Referrals between partners for services and programs will be made in person, by telephone, through written communications (fax, e-mail and paper referrals), or electronically through Internet systems or other connections. Some programs will use state or locally-created forms. Partners will continue to provide cross-referral to services and training as well as possible co-enrollment options whenever appropriate and practical.

Internal cross-referral procedures continue to be developed and reassessed based upon availability of funding, services and program need to ensure that high quality and convenient services are available to customers of the One-Stop system.

Resource Sharing/Infrastructure Funding

A. One-Stop Resource Sharing/Infrastructure Requirements:

1. WIOA 121(c)(2)(A)(ii) requires that the funding arrangements for services and operating costs of the service delivery system must be described in this MOU.
2. The methodologies described herein must be allowable under each partner's respective program and under all applicable federal and state rules—including the Office of Management and Budget (OMB) Circulars applicable to each partner's type of organization. The MOU must identify:
 - a. The shared One-Stop costs.
 - b. The methodologies that will be used to determine each party's proportionate "fair" share of those costs.
 - c. The methodologies that will be used to allocate each party's fair share of costs across the cost categories.
 - d. The method(s) each party will use to fund its fair share of costs, which may include cash contributions, contributions of staff time, equipment, and/or other resources, or in-kind contributions from a third party.

B. One-Stop Operating Costs:

1. The shared operating costs, the projected cost amounts, and each party's method of funding its fair share of those costs are identified in the Infrastructure Funding Agreement, which is included in this MOU and hereby incorporated. The methodologies that will be used to determine each party's fair share of operating costs and to allocate each party's fair share are as follows:
 - a. Identification of Shared Costs;

- b. Shared Costs Budget;
- c. Proportionate Share and Cost Allocation;
- d. Resource Sharing (may include cash contributions, contributions of staff time, equipment and other resources; and
- e. Resource Sharing Agreements.

C. Program Costs/Services:

- 1. Costs allowable under and allocable to more than one partner program may be considered shared costs that are allocated among the eligible partner programs provided that such action is not prohibited by the partner programs' governing statutes. The manner(s) in which the parties agree to address costs chargeable to more than one partner program must be described in this MOU.
- 2. All parties expressly agree to use the following methodologies to determine if a particular cost is chargeable to more than one partner program and to address costs found to be chargeable to more than one partner in accordance with the following:
 - a. Methodology to Determine Shared Service Costs:

Square footage utilized by entity will be used as the allocation basis to determine overall Partner contributions. This was done in an effort to remedy the imbalance of non-physically represented Partners, and to comply with the requirement of Partners' contributions having to be in proportion to the Partners' use of the one-stop center(s) and relative benefit received.

D. Budget Tracking:

- 1. All parties expressly understand and agree that the initial costs listed in Attachment A, the Infrastructure Funding Agreement (IFA) will be subject to change as actual costs are incurred and paid throughout the effective period of this MOU. 29 CFR 97.20 requires a comparison of actual costs to budgeted costs. Areas will determine actual costs in accordance with local procedures and will submit the actual expenditures to all partners on a quarterly basis.
- 2. Updates to the IFA will not require an amendment to this MOU unless such updates reflect an increase in the total budget amount. An amendment for this purpose will be signed by authorized representatives of LWDB, the CEO and all affected partners. LWDB will ensure that all partners receive a copy of the amendment and revised budget once the amendment is fully executed.
- 3. Any time the IFA is modified, the LWDB must provide all parties with notice of the modification and a copy of the modified IFA. The notice shall include a description of the modification, the effective date of the modification, and the reason(s) for the modification.

Termination/Separation

- A. **MOU Termination:** This MOU will remain in effect until the end date specified unless:
1. All parties mutually agree to terminate this MOU.
 2. Funding cuts by one or more federal programs are so substantial that operations cannot continue as specified herein and a new MOU must be negotiated.
 3. WIOA regulations or statute is repealed.
 4. Local area designations are changed.
- B. **Partner Separation:** WIOA Section 121(c) mandates the execution of this MOU between the LWDB and partners. However, any single partner may terminate its participation as a party to this MOU upon thirty (30) days written notice to the LWDB. In such an event, the LWDB will provide written notice to all remaining partners and will amend this MOU. The termination of one or more partner's participation as a party will not result in a termination of this MOU unless the number or contribution of the terminating partner(s) is so substantial that it necessitates the negotiation of a new MOU.
- C. **Effect of Termination:** Per WIOA Section 121, any partner that terminates its role as a party to this MOU is no longer eligible to participate as a partner in the system and will not be permitted to serve on the LWDB as a partner representative.
- D. **Partner Disqualification:** An entity identified as a required partner at the time of execution of this MOU that subsequently loses federal funding or the authority to administer the federal program in the Area and therefore no longer qualifies as a required partner under WIOA Section 121(b)(1) must send written notice of the change in status to the LWDB as soon as possible. In such an event, a formal amendment to this MOU will be required. The entity may continue as an additional partner if mutually agreed by the LWDB, CEO, and the remaining partners.

Amendment

- A. This MOU may be amended upon mutual agreement of the parties that is not inconsistent with federal, state, or local laws, regulations, rules, plans, or policies or for one or more of the following reasons:
1. The addition or removal of a partner from this MOU.
 2. Removal or addition of program responsibilities for any partner that administers more than one federal program.
 3. An extension of the effective ending date.
 4. A change in the One-Stop Operator or Fiscal Agent or a change in the physical location of a One-Stop center.
 5. A change in the services, service delivery methods currently utilized, referral methods, methods to determine fair share, or methods to allocate costs.

- B. All parties agree that amendments for the reasons listed in 1 and 2 of Section A need only be signed by authorized representatives of the LWDB, the CEO, and the affected partner(s). Amendments for the reasons listed in all other paragraphs or for any changes that will affect the responsibilities of all parties, require the signatures of all parties. All amendments will involve the following process:
1. The party seeking an amendment will submit a written request to the LWDB that includes:
 - a. The requesting party's name.
 - b. The reason(s) for the amendment request.
 - c. Each section of this MOU that will require revision.
 - d. The desired date for the amendment to be effective.
 - e. The signature of the requesting party's authorized representative.
 2. If the request is approved, the LWDB will notify the remaining parties of the intent to amend and will provide each remaining party thirty (30) days from the date of the notice (unless another timeframe is specified in the notice) to review the anticipated changes and to submit a response to LWDB. Failure by a party to respond within the prescribed timeframe will be deemed that party's approval of the proposed changes.
 3. In the event that a remaining party has questions and/or concerns regarding the proposed amendment, the party must list its questions and/or concerns in writing and submit the list to LWDB within the specified timeframe.
 4. LWDB will review the listed questions/concerns and will issue a response within fifteen (15) days of receipt of the list. If LWDB deems it necessary, the listed questions/concerns will be sent to all other parties and/or a meeting with all parties will be scheduled to discuss the proposed changes and to achieve consensus on a final amendment draft.
 5. The final, approved amendment draft will be signed by authorized representatives of the affected partners, then submitted to LWDB for the final signature.
 6. LWDB will distribute copies of the fully executed amendment to all parties and to CareerSource Florida as the MOU oversight agency upon execution.
- C. This writing constitutes the entire agreement among the parties with respect to each party's role and responsibility in the area's service delivery system. All parties agree that any amendments to any applicable laws or regulations cited herein will result in the correlative modification of this MOU without necessitating a formal, written amendment.
- D. All parties agree to communicate details of the amendment to their respective staff members whose responsibilities may be impacted by changes and further agree to ensure that their respective staff members are referencing or utilizing the most current version of the MOU in the performance of responsibilities under this MOU.

- E. Amendments that will require the signatures of all parties must be executed no later than ninety (90) days prior to the end of the MOU period and amendments that require only the signatures of the LWDB, the CEO, and the affected parties must be executed no later than 45 days from the end of the current State Fiscal Year.

Confidentiality

All parties expressly agree to abide by all applicable federal, state, and local laws regarding confidential information. Each party will ensure that the collection and use of any information, systems, or records that contain personally identifiable information will be limited to purposes that support the programs and activities described in this MOU as part of the service delivery system.

Impasse—Dispute Resolution

If an issue arises involving this MOU, parties will make every effort to reach a resolution in a timely and efficient manner. Any part may request a face-to-face meeting of the local partners to identify and discuss the issue. If resolved and no further action is deemed necessary by the partners, the issue and the resolution will be documented in writing.

If not resolved, the issue and the efforts to resolve will be documented and forwarded to the Executive Director of the Southwest Florida Workforce Development Board, Inc. and the Director of the partner agency. A joint decision shall be issued within 60 calendar days of receipt.

If dissatisfied with the decision, the dispute may be filed with the Department of Economic Opportunity (DEO) and the Commissioner of the Department of Economic Opportunity (DEO) to review concerns and determine resolution. DEO and DOE may remand the issue back to the Executive Director of CareerSource Southwest Florida and to the Director of the partner agency or impose other remedies to resolve the issue.

Limitation of Liability

To the extent permitted by law, each party agrees to be responsible for any liability that directly relates to any and all of its own acts or omissions or the acts or omissions of its employees. In no event will any party be liable for any indirect or consequential damages caused by actions or omissions of another party or by the employees of another party.

General Provisions

The laws and regulations listed in this section are generally applicable to most publically-funded programs administered by the Florida Department of Economic Opportunity (DEO). The laws and regulations listed herein do not encompass all of the laws and regulations that govern the parties in their respective roles under this MOU. All parties expressly agree to comply with the federal laws and regulations listed below unless the laws and regulations that govern their particular program state otherwise:

- A. **Jobs for Veterans Act.** Each party agrees to provide priority of service to veterans and covered spouses for any qualified job training program pursuant to 38 USC 2813.
- B. **Americans with Disabilities.** Each party, its officers, employees, members, and subcontractors hereby affirm current and ongoing compliance with all statutes and regulations pertaining to The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973.

- C. **Pro-Children Act.** If any activities call for services to minors, each party agrees to comply with the Pro-Children Act of 1994 (45 CFR 98.13) that requires smoking to be banned in any portion of any indoor facility owned, leased, or contracted by an entity that will routinely or regularly use the facility for the provision of health care services, day care, library services, or education to children under the age of eighteen (18).
- D. **Drug-Free Workplace.** Each party, its officers, employees, members, subrecipient(s) and/or any independent contractors (including all field staff) associated with this MOU agree to comply with 29 CFR 94 and all other applicable state and federal laws regarding a drug-free workplace and to make a good faith effort to maintain a drug-free workplace. Each party will make a good faith effort to ensure that none of its officers, employees, members, and subrecipient(s) will purchase, transfer, use, or possess illegal drugs or alcohol or abuse prescription drugs in any way while working or while on public property.
- E. **Ethics Laws.** Each party certifies that by executing this MOU, it has reviewed Florida Statute, Chapter 112, and knows and understands Florida's ethics and conflict of interest laws. Each party further agrees that it will not engage in any action(s) inconsistent with laws.

Partial Invalidity

All questions as to the execution, validity, interpretation, and performance of this MOU shall be governed by the laws of Florida. Should any portion of this MOU be found unenforceable by operation of statute or by administrative or judicial decision, it is the intention of the parties that the remaining portions of this MOU will not be affected as long as performance remains feasible with the absence of the illegal or unenforceable provision(s).

Counterpart

This agreement may be executed in one or more than one counterpart and each executed counterpart will be considered an original, provided that the counterpart is delivered by facsimile, mail courier or electronic mail, all of which together will constitute one and the same agreement.

MEMORANDUM OF UNDERSTANDING
Workforce Innovation and Opportunity Act (WIOA)
Local Workforce Development Area 24

One-Stop Career Center System
Partners of the American Job Center Network

Signature Pages

By signing below, all parties mutually agree to the terms prescribed herein.

Roger Mercado, Director
Lee County Department of Human and
Veteran Services / CSBG



Signature

3.13.18

Date



LEE COUNTY CONTINUUM OF CARE RACIAL DISPARITIES

REPORT SUMMARY

This report outlines the findings of an evaluation of race and ethnicity data from the Lee County Homeless Management Information System (HMIS), Abuse Counseling and Treatment (ACT), and CoC Governing Board Membership in comparison to 2017 American Community Survey (ACS) Population Estimates.

Report Completed: June 14, 2019

THE INTERSECTION BETWEEN HOMELESSNESS AND RACISM

As per the 2018 U.S. Inter-Agency Council on Homelessness strategic plan, *Home, Together*, “we must also address the racial inequities and other disparities in the risks for and experiences of, homelessness.” The plan sets out goals to “improve access to emergency assistance, housing, and supports for historically underserved and overrepresented groups” including “racial and ethnic minorities”.

In an effort to begin addressing such disparities in Lee County, the Lee County Continuum of Care completed a preliminary study as part of the 2018 Continuum of Care (CoC) Funding Competition, which provided the necessary framework to begin examining local data and disparities that exist within the homeless service system.

RACIAL DISPARITIES IN LEE COUNTY HOMELESS SERVICES

The Lee County CoC examined data from the Homeless Management Information System (HMIS) and Abuse Counseling and Treatment (ACT) shelter to identify race and ethnicity trends in the homeless population in Lee County. This data was then compared to 2017 American Community Survey (ACS) estimates to determine if the population served through Lee County CoC programs is representative of the overall population of Lee County.



ASSISTANCE BY RACE

Fiscal year 2017-2018 data from the Lee County HMIS demonstrates that the number of Black or African American individuals who sought, and were provided assistance was 38.3% compared to the Lee County Black or African American population of 8.7%. This substantial difference indicates that Black or African American populations are overrepresented in the homeless population.

Race	2017 ACS Estimate	2017 ACS Estimate	FY 17/18 HMIS Data
Total:	700,165	100%	100%
White alone	593,227	84.7%	59.1%
Black or African American	60,664	8.7%	38.3%
American Indian and Alaska Native	1,246	0.2%	0.4%
Asian	10,856	1.6%	0.03%
Native Hawaiian and Other Pacific Islander	382	0.1%	0.2%
Some other race	21,277	3.0%	0%
Two or more races:	12,513	1.8%	2.0%

ASSISTANCE BY ETHNICITY

The number of Hispanic or Latino individuals who sought, and were provided, assistance was 13.8% compared to the Lee County population of 20.2%, indicating that Hispanic or Latino individuals are less likely to apply for assistance.

Ethnicity	2017 ACS Estimate	2017 ACS Estimate	2016/2017 HMIS Service Data	2017/2018 HMIS Service Data
Total:	700,165			
Not Hispanic or Latino:	558,621	79.8%	85.46%	86.2%
White	479,250	68.4%	60.31%	53.8%
Black or African American	57,549	8.2%	36.61%	43.6%
American Indian and Alaska Native	1,056	0.2%	0.49%	0.4%
Asian	10,707	1.5%	0.10%	0.04%
Native Hawaiian and Other Pacific Islander	145	0.0%	0.24%	0.2%
Some other race	1,406	0.2%	0.00%	0%
Two or more races:	8,508	1.2%	2.25%	2.0%
Hispanic or Latino:	141,544	20.2%	13.70%	13.8%
White	113,977	16.2%	85.37%	90.1%
Black or African American	3,115	0.4%	8.54%	6.6%
American Indian and Alaska Native	190	0.0%	0.61%	0%
Asian	149	0.0%	0.00%	0%
Native Hawaiian and Other Pacific Islander	237	0.0%	0.91%	0.003%
Some other race	19,871	2.8%	0.00%	0%
Two or more races:	4,005	0.6%	4.57%	3.3%

OUTCOMES BY RACE / ETHNICITY

Clients who are Black or African American have the highest percentage of exits to a permanent housing destination, 54.17%, when compared to other racial groups. Individuals who are of Hispanic or Latino ethnicity also have a high percentage of exits to permanent housing at 49.2%. Clients who are white have the highest percent of negative exits, with a combined 67.44% of exits being to an unknown destination, temporary housing situation, institutional setting or without an interview.

The percent of Black or African American clients who exited to permanent housing destinations increased 9.28% between fiscal year 2017 and fiscal year 2018.

Race	Exited to Institutional Setting		Exited to Temporary Housing Situation		Exited to Permanent Housing		Unknown Destination or No Exit Interview		Total	
White	94	7.35%	198	15.49%	416	32.55%	570	44.60%	1278	100%
Black or African American	18	1.95%	133	14.41%	500	54.17%	272	29.47%	923	100%
Other Races or Unknown	2	3.27%	9	14.75%	24	39.34%	26	42.62%	61	100%
Race	Exited to Institutional Setting		Exited to Temporary Housing Situation		Exited to Permanent Housing		Unknown Destination or No Exit Interview		Total	
Hispanic Latino	10	3.19%	42	13.42%	154	49.20%	107	34.19%	313	100%



COC GOVERNING BOARD REPRESENTATION

According to the VA Homeless Program presentation, Analyzing Racial Disparities in the Homelessness System given on April 17, 2019, African Americans make up 12.4% of the population in the U.S. but 42.6% of African Americans are homeless. According to the VA, one reason for this racial disparity is racial bias or implicit racial bias that effects which services are offered. According to the VA, one way to counteract this implicit racial bias is to diversify direct services staff to reflect the diversity of those served in the community. The Lee County CoC has begun to evaluate diversity in its leadership by identifying racial and ethnic characteristics of CoC Governing Board members.

Data regarding the race of the 2017-2018 Continuum of Care Governing Board membership indicates that additional representation from races other than white are needed to provide a true representation of the homeless population being served in Lee County. Additional representation from American Indians, Asians, and Black or African Americans is necessary to provide diverse input and direct representation of the population being provided homeless services in Lee County.

2017-2018 HMIS Data Race and Ethnicity of Clients Served		2017 CoC Board Membership	2017 ACS Estimates
Race		%	
Black or African American	38.30%	21%	8.70%
White	59.10%	79%	84.70%

DISPARITIES IN VICTIMS SERVICES

Fiscal year 2017-2018 data from the Abuse Counseling and Treatment (ACT) shelter in Lee County demonstrates that the percentage of Black or African American individuals who sought, and were provided, assistance was 17.54% as compared to the Lee County population of which 8.7% is Black or African American. The data indicates that Black or African American clients are overrepresented in the population of domestic violence (DV) survivors in Lee County. Similarly, the data indicates that Hispanic or Latino clients are also slightly overrepresented in the population of DV survivors in Lee County.

Domestic Violence Victims Data from ACT Shelter			
Total # Served		3169	July 1, 2017- June 30, 2018
Single Night Count <i>(8/30/18)</i>		64	
Race/Ethnicity		% of Total Served	2017 ACS Estimates
American Indian	7	0.22%	0.2%
Asian	18	0.57%	1.6%
African American	556	17.54%	8.7%
Multiple Races	286	9.02%	1.2%

White	2263	71.41%	84.7%
Pacific Islander	3	0.09%	0.1%
Other	36	1.14%	0.2%
Other	142	4.48%	
Hispanic or Latino	776	24.50%	20.2%
Non-Hispanic	2251	71.03%	79.8%

STATE OF FLORIDA DATA

According to the 2018 Florida Council on Homelessness Annual Report, approximately 29,717 individuals experienced homelessness in the State of Florida, of that 13.8% are Hispanic/Latino and 86.2% are Non-Hispanic/Latino. Additionally, 0.8% are American Indian or Alaska Native, 0.4% are Asian, 39.2% are Black or African-American, 3.3% are Multiple Races, 0.36% are Native Hawaiian or Pacific Islander, and 56.0% are White. The table below compares data between the State of Florida and Lee County with data obtained from the Continuum of Care Point in Time Counts from 2017 and 2019.



Ethnicity/Race	2018 Florida Pit Estimate	2017 Lee County (CoC PIT Estimates)	2019 Lee County (CoC PIT Estimates)
<i>Total Numbers</i>	<i>29,717</i>	<i>431</i>	<i>372</i>
Ethnicity			
Hispanic/Latino	13.8%	19%	12%
Non-Hispanic/Latino	86.2%	81%	88%
Race			
White	56%	67%	66%
Black or African American	39.2%	30%	32%
Native American/Alaskan	.8%	1%	1%
Asian/Pacific Islander	.7%	0%	0%
Other/Multi-Racial	3.3%	2%	1%

UNITED STATES DATA

The U.S. Department of Housing and Urban Development 2018 Annual Homeless Assessment Report shows that the estimated amount of people experiencing homelessness in 2018 in the United States was 552,830. Of that estimated amount, 77.8% are Non-Hispanic/Latino and 22.2% are Hispanic/Latino. In addition, 48.9% are White, 39.8% are Black or African American, 1.2% are Asian, 2.8% are Native American, 1.5% are Pacific Islander, and 5.9% are Multiple Races. Below is table comparing data from the United States, State of Florida, and Lee County.

Ethnicity/Race	2017 U.S.	2018 Florida Pit Estimate	2017 Lee County	2019 Lee County
<i>Total Numbers</i>	552,830	29,717	431	372
Ethnicity				
Hispanic/Latino	22.2%	13.8%	19%	12%
Non-Hispanic/Latino	77.8%	86.2%	81%	88%
Race				
White	48.9%	56%	67%	66%
Black or African American	39.8%	39.2%	30%	32%
Native American/Alaskan	2.8%	.8%	1%	1%
Asian/Pacific Islander	2.7%	.7%	0%	0%
Other/Multi-Racial	5.9%	3.3%	2%	1%

2018 U.S. data received from The 2018 Annual Homeless Assessment Report
 2018 Florida data received from the 2018 Florida Council on Homelessness Annual Report
 2017 and 2019 Lee County data received from the Lee County Continuum of Care PIT



SUMMARY

Overall, the data demonstrates that Black or African American and Hispanic/Latino populations demonstrate relatively high exits to permanent housing destinations, indicating better outcomes for individuals in those racial and ethnic groups. At the same time, white populations have the highest percentage of exits to unknown destinations.

Additionally, Black or African American populations are also overrepresented within Lee County homeless and DV survivor populations. Additionally, trends suggest that Hispanic/Latino populations are less likely to seek or receive assistance than those who are non-Hispanic/Latino. Increased representation by various minority groups is also necessary to ensure that the CoC Governing Board and direct services staff are directly representative of the individuals being served in the CoC.

The results of this report are only preliminary, as the CoC plans to integrate additional data into the 2019 Lee County Gaps Analysis, which is currently underway.