

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:

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1A-1. CoC Name and Number: PA-500 - Philadelphia CoC

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

1A-3. CoC Designation: CA

1A-4. HMIS Lead: City of Philadelphia

1B. Continuum of Care (CoC) Engagement

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1B-1. CoC Meeting Participants.

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

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

Organization/Person	Participates in CoC Meetings	Votes, including selecting CoC Board Members	Participates in Coordinated Entry System
Local Government Staff/Officials	Yes	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	No
Law Enforcement	Yes	No	No
Local Jail(s)	Yes	Yes	No
Hospital(s)	Yes	No	No
EMS/Crisis Response Team(s)	Yes	No	No
Mental Health Service Organizations	Yes	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes	Yes
Affordable Housing Developer(s)	Yes	Yes	Yes
Disability Service Organizations	Yes	Yes	Yes
Disability Advocates	Yes	Yes	Yes
Public Housing Authorities	Yes	Yes	Yes
CoC Funded Youth Homeless Organizations	Yes	No	Yes
Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes

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

CoC systemically solicits and integrates input from a broad array of stakeholders through regular meetings with the CoC board, providers, and community coalitions, the commission of lived experience, and others like the Philly Homes for Youth Coalition, The Family Provider Network, Shared Safety, Vote for Homes, Shared Public Spaces with businesses and hospitality leaders, outreach, civic associations, police and corrections, child welfare, employment and training. CoC conducts online surveys, makes site visits and goes to homeless encampments and engagement centers to obtain front line staff and lived experience feedback to get ideas on how to prevent and end homelessness. CoC now has a Director of Comms to systemize multi-directional information flow through regular emails highlighting system processes, tools and trainings, policy changes and successes. In 2019, CoC conducted a content audit for web migration of materials to ensure accessibility as a civil right. All intake and collateral materials have been redesigned to be

trauma informed, culturally competent and easily read and translated. Friendly way finding signs were added to intake sites. Web migration will continue through 2019.

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)**

CoC affirmatively and regularly invites community members to engage. We explain how to join, participate, lead, and vote through bi-weekly emails to 1000+ providers, advocates, volunteers, staff and people with lived experience. In FY19, 400 joined and 60 were nominated during CoC board election. This year, CoC re-imaged all digital materials, prioritizing design accessibility to be more inclusive of the visually impaired and low literacy. We changed to high contrast text on background to make materials more accessible. CoC conducted content audit to determine content that maximizes reach, in word and practice. CoC uses email to showcase work, tools, trainings, and publishes explainer blogs in plain language to detail how to become part of the CoC and community engagement process. CoC is working closely with the City of Philadelphia's Office of Digital Design and Transformation to put all CoC digital materials into a fully accessible, plain language mode. CoC empanels and engages a Lived Experience Commission along with the Young Adult Leadership Committee, both comprised of those with lived experience for feedback on messaging. New CoC communications director at the Office of Homeless Services also has firsthand lived experience with homelessness and works closely with lived experience commissions to ensure effective, compassionate communications across CoC. CoC has also started a digital marketing campaign focusing on work going on in the CoC, including soliciting success stories, plain language explainer blogs to educate government stakeholders, the general public, and others about CoC and its activities, and other issues.

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)**

CoC notified over 1,000 advocates, organizations, vendors, staff, and volunteers of new RFP on July 25, 2019 via email blast and then across multiple digital platforms, including the City of Philadelphia's official RFP site and the Office of Homeless Services website with periodic reminders sent out about in-person information sessions and the RFP process. CoC Board agreed on 1/18/17 & 3/22/17 that CoC priority remains creating new PH projects. On 7/24/17, OHS (Collab. Applicant) posted RFP for new CoC projects (PSH for chronic singles; RRH & TH-RRH for singles, families, & youth) on City RFP site & OHS site, w/email notification to all homeless service providers (CoC funded & not), members of CoC Board & Committees, City Council, & business contacts. On 7/27, biweekly CoC resource email to all CoC contacts included RFP link. OHS informational briefing on 7/28, emailed questions accepted until 8/2, notified all contacts of responses posted online 8/9. Internal OHS & external reviewers scored proposals w/tool for assessing factors incl. quality & cost of proposal; exp. providing housing & services to target pop, adopting Housing First, using HMIS; management & fiscal capacity; plan for rapid implementation (if selected & awarded \$).

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

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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)

CoC is recipient of ESG funding. CoC members were consulted re: planning & ESG funds allocation in April 2018 when draft Annual Action Plan (incl. fund allocation plan) was sent to entire Advisory Committee and all CoC Board members. CoC members were invited to participate in a call with OHS staff to ask questions or provide any feedback with an additional invitation for feedback via email. The CoC Board reviewed the proposed materials and approved the draft via email vote on April 20th. Final versions were sent to Philadelphia ConPlan Jurisdiction, managed by Division of Housing & Community Development (DHCD). The CoC has provided PIT, HIC, AHAR data to DHCD for ConPlan purposes & HMIS data for CAPER. Also, DHCD staff participated in the Unit Projections Subcommittee established as part of the CoC's Strategic Planning process and the final needs assessment data produced by the CoC for the CoC Plan were also shared with DHCD (the ConPlan jurisdiction) for the purposes of the larger citywide Housing Action Plan.

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. All presenting at Access Points complete safety screening. If identified as fleeing or attempting to flee, HH is offered the opportunity to speak with DV specialist (DV specialist is staff from DV organization that is Sanctuary certified) who will do lethality assessment, safety planning and could connect HH directly with DV emergency shelter. All victims receive DV resources, even if not seeing by DV specialist. HHs initially presenting at victim services provider complete a paper VI-SPDAT/Housing Assessment & submit it to OHS with a HH ID number (no identifying info). HH entered onto CE by name list with HMIS ID. CoC has emergency transfer plan (ETP) to prioritize safety of HH facing violence; ETP builds on CE top prioritization of imminent safety transfer & specifies for first vacancy for which HH qualifies, regardless of assessment score. ETP requires providers to accept self-certification as documentation of survivor status, assigns responsibility to providers for assisting to meet safety needs during any transfer process & encourages use of DV hotline for assessing need for immediate relocation during process.

2. All Housing Assessments ask for unsafe areas; all CE match notifications only include HMIS ID & case manager contact; provider staff can only see HMIS records for participants in their agency's programs. If HH at Access Point does not want DV-specific resources, then they are offered full access to standard CE process. CoC's ETP gives HH choice of internal/external transfer; defines safe unit as unit that victim believes is safe; states that cannot force move to unit that feels unsafe; allows lease bifurcation if fleeing & allows use of CoC TBRA to pay costs of breaking lease. No need to input details into HMIS, and it is participant choice whether to inform receiving provider of transfer reason.

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. Since July 2017, City Office of DV Strategies (ODVS), City Dep't of Behavioral Health and Intellectual disAbility Services, the Behavioral Health Training and Education Network, and City Office of Homeless Services (CoC Collab Applicant) have partnered to contract victim service providers to provide trainings to CoC area project staff about trauma-informed responses to individuals and families affected by DV. From 7/1/18 to 6/30/19, 440 individuals attended 12 trainings, including CoC area project staff, staff from other city agencies, & staff from community-based organizations. Four victim service providers offered eight 6-hour trainings on best practices

(e.g., trauma-informed, victim-centered) & safety considerations in serving victims of DV. Each session was about DV dynamics & trauma-informed strategies, including supporting victim's choice & safety planning. The CoC partners also contracted a batterers intervention program to offer four 3-hour trainings on identifying abusive behaviors, engaging abusive partners, and assessing safety & lethality.

2. In last competition, the CoC secured a DV Bonus SSO grant to expand trainings to CoC staff and CE assessors. The 8 courses & 13 topics will be designed to support trauma-informed and culturally-responsive services not only for adult survivors, but also children exposed to DV, youth in dating violence relationships, & individuals affected by human trafficking. Through a competitive process, OHS and ODVS have selected content experts, including victim service providers, to do curricula development and facilitation of the courses. Each course will be offered 3 times at different locations. Training topics include: impact of DV on housing and children, cultural & legal considerations, etc. To mitigate the effects of trauma on staff, the training plan also includes a course on compassion fatigue & self-care. Evaluations will be collected after each session & be used to modify courses as needed.

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)

To assess the scope of need in Philadelphia, the CA receives HMIS from non-DV dedicated programs, and reports from comparable HMIS databases used by 4 DV service providers that manage 2 ES, 2 TH programs, 1 hotel program, and 2 RRH program.

To get a comprehensive understanding of the needs of survivors, OHS & ODVS convened meetings with Philadelphia organizations that provide housing services specifically for DV & HT. CoC providers, non-CoC providers, and a representative from the DV state coalition participated in meetings during May & June of 2019. All attendees agreed that DV & HT survivors, and individuals affected by sexual violence & stalking need multiple housing options that allow for both immediate safety & long-term support to achieve self-sufficiency.

Participants highlighted that housing was not enough and that survivors/victims need comprehensive supportive services: case management, therapy for adults and children, employment & training, child care, ongoing safety planning, and flexible emergency funds. The group also identified points of data to measure unmet needs, such as: # of HH turned away by DV assessor at CE Access Point; # of HH who exited from DV ES into temporary housing; and # of HH with DV that exited TH programs into temporary housing.

In FY19, a total of 1,384 individuals (546 unduplicated HHs with 720 dependents) lived in the 2 DV ES in Philadelphia. Based on exit interviews, 48% of residents exited to a temporary housing situation. During the same year, DV specialist at Access Point turned away 47% of clients due to lack of space in DV ES. Similarly, 42 HHs had to be placed in emergency hotel & the only DV RRH turned away 17 HHs (44%).

On the 2019 PIT Count, 395 adults reported fleeing DV: 286 sheltered & 109 unsheltered (27%). During 2018, 74% of HHs that exited TH went to a permanent housing destination; for HHs with DV, that percentage was only

68%.

***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
Philadelphia Housing Authority	42.00%	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)

The Mayor, PHA and the CoC worked together to develop special preference admissions establishing Blueprint to End Homelessness partnership. Under Blueprint, PHA established limited preference category for families referred through program. PHA makes available a mix of vouchers and public housing units depending on availability and demand in each program. All other occupancy, rent, and other continued occupancy policies for Public Housing or Housing Choice Voucher programs, as applicable, apply to households referred through Blueprint. Additionally, COC and PHA work together to ensure PHA continues to make housing available to households experiencing homelessness through Blueprint and other partnerships. The PHA Executive Director is on CoC Inter-governmental Council to End Homelessness and PHA executive staff serve on the CoC Board.

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

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

Yes

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

The CoC includes individuals in PSH as eligible populations for referral to PHA Blueprint mainstream resources in an effort to spur movement through PSH to affordable housing for people who have stabilized from a service standpoint but are still in need of affordable housing, and is considering how this could be used for Section 811 and other similar resources. This strategy is also used for referrals to “set-aside” housing units that are committed specifically from LIHTC and City funded (HOME, CDBG, HOPWA, Housing Trust Fund) projects to the CES’ Permanent Supportive Housing Clearinghouse. In addition, the CoC Strategic Plan, Roadmap to Homes, identifies the fuller development and implementation of a system-wide Move-On strategy as one of the Action Steps in the Expanding Resources Priority. The responsibility for this task has been assigned to the Service Provider Commission.

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)

CoC’s Nondiscrimination Policy requires each provider to have a policy prohibiting discrimination against persons based on race, ethnicity, color, sex, sexual orientation, gender identity, religion, national origin, ancestry, disability, marital status, age, source of income, familial status or domestic or sexual violence victim status, ensuring that all participants are afforded equal opportunities. Created posters for providers to post indicating “All are Welcome – Discrimination has no place in our programs,” and lists protected classes and number to call to report discrimination. Policy itself includes appendix focused on implications related to Equal Access Regardless of Sexual Orientation, Gender Identity or Marital Status. Also produced Philadelphia CoC Non-Discrimination Policy Support for Providers, a Resource Guide in which the largest list falls under heading of “Resources for Making Your Program Safe and Welcoming for Members of the LGBTQ Community.” CoC contracts with local youth center that exclusively serves lesbian, gay, bisexual, transgender, and questioning (LGBTQ) youth to provide trainings to community of providers. The CoC created a comment line for public to place discrimination complaints. A prompt response is provided by the CoC within 24 hrs. Marketing materials are distributed & complaint forms are given to providers to disseminate to participants.

***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?	Yes
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***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)	
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

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

Applicants must:

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

Philadelphia’s CE system covers entire CoC & all eligible households access the CE process regardless of access point. All projects receiving CoC, ESG & Office of Homeless Services (OHS) funds are required to use CE as only source to fill vacancies. CE reaches those least likely to apply for assistance by placing information about CE on OHS website, ensuring Street Outreach is aware of how to access CE, through mobile assessors who assist those unable to access physical access points, & by operating a youth-dedicated (ages 18-24) access point that is a low-barrier, youth-friendly space to ensure access for young adults who may be hesitant to access services through the traditional

adult system. Youth street outreach workers are also trained as housing assessors. Prioritization factors are severity of service need via VI-SPDAT score, chronic homeless status, length of time homeless & current unsheltered living situation. The prioritization order is managed through the Prioritized By-Name-List generated by HMIS & is the basis of the referral process. OHS' Supportive Housing Clearinghouse manages the referral process & matches the next prioritized household to a vacant unit. Households maintain their place on the Prioritized By-Name-List until referral accepted & are not limited in number of referrals can they can decline. To ensure timely assistance, housing projects eliminate any documents not required by funding sources, conduct interviews within 10 business days of referral & accept or deny referral within 3 days of the interview. If the project denies the referral, it must document the reason in HMIS, communicate reason to the household, & provide instructions for appeal. CE staff reviews denial explanations & if denial is inappropriate, projects accept the referral or file a formal grievance.

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.	Yes

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

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

(1) CoC considered whether projects target a HUD priority population (i.e., chronically homeless, youth, veteran or fleeing DV) and the degree to which they have successfully implemented a Housing First approach, according to HUD’s assessment tool. As CE directs new participants to different project types based on assessment of vulnerability, using different performance thresholds for different project types incorporates by proxy the severity of needs/vulnerabilities as measured in the VI-SPDAT (incl. history of homelessness, physical and mental health conditions, substance use history, involvement with criminal justice, etc.). (2) CoC conducted local renewal competition w/primary focus on proj performance, ranked projects based on local competition score, project component type, and project size (units). By differentiating performance standards by project type, account for potential scoring differences because of the different levels of vulnerability for people matched with PSH vs RRH vs TH. Also, bonus point available on performance questions for projects that can explain why did not meet benchmark; explanations may include vulnerabilities of specific participant in specific project. Housing First points similarly awarded on a curve by project type – if a project has more highly vulnerable participants because it more thoroughly applies HF approach, gets more points in that component. Direct points for targeting HUD priority pop accounts for greater challenges assoc w/those populations. This process was led by the CoC Board’s HUD Alignment committee.

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: 22%

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 review of project impact on system performance, considering factors such as serving priority populations, quality, performance, cost, and adopting the Housing 1st approach and the proportion of funding awards returned over the past 3 years.

2. The CoC Board approved the Reallocation process. To establish a “collaborative process”, OHS solicited volunteers from the CoC Board and homeless assistance system to create the HUD Alignment Committee, which serves as the Continuum’s Ranking and Reallocation Workgroup. No Homeless Service Providers participate in this committee, to avoid conflict of interest and its mission is to develop a local strategy to ensure that policies, procedures and general direction of the CoC homeless assistance system align with federal requirements and HUD priorities. They are tasked with increasing the CoC’s competitiveness in securing HUD resources and ensuring the strategic allocation of HUD funds.

3. The CA emphasized to its applicants that CoCs reallocate renewal funding from lower performing projects to create new, higher performing projects during several occasions. Between Jan 2019 and Sept 2019, vast Communication was

disseminated to COC applicants regarding our process for reallocation that included creating new projects and reallocation approval.

4&5 The CA, used the recommendation of the HUD Alignment Committee for determining how to reallocate projects: Projects were flagged if they have left more than 5% of their grant award unused for all 3 of the 3 most recently completed grant terms, which left the CA with a total of \$915,191.

Performance – Three out of the five lowest scores are being completely reallocated. A PH and TH project were both eliminated completely due to underperformance.

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/>

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.

1F-1 DV Bonus Projects.

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

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

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

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

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

Need Housing or Services	2,349.00
the CoC is Currently Serving	1,850.00

1F-2a. Local Need for DV Projects.

Applicants must describe:

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

- (1) The # of DV survivors currently served was calculated by adding total # of DV participants in HMIS & total # of participants at victim service housing programs (ES, TH RRH). To calculate the need, the CoC increased the number by 27%, based on % rate of unsheltered DV survivors at PIT Count in 2019.
- (2) The data was obtained from HMIS and from reports from comparable HMIS databases used by DV victim services that have ES, TH and RRH programs.

1F-3. : SSO-CE Project–CoC including an SSO-CE project for DV Bonus funding in their CoC Priority Listing must provide information in the chart below about the project applicant and respond to Question 1F-3a.

DUNS Number	112828491
Applicant Name	PA-500 City of Philadelphia

1F-3a. Addressing Coordinated Entry Inadequacy.

Applicants must describe how:

- 1. the current Coordinated Entry is inadequate to address the needs of survivors of domestic violence, dating violence, or stalking; and**
 - 2. the proposed project addresses inadequacies identified in 1. above.**
- (limit 2,000 characters)**

1. Available data shows immigrant survivors of domestic violence, dating violence, or stalking do not access Philadelphia’s Coordinated Entry system; on the other hand, national studies showing overrepresentation of immigrant & refugee women among DV-related homicide victims, indicate that this absence is not due to lack of need for resources to support immigrants to flee these situations. During FY17, FY18 and FY19, only 1% of local DV shelter residents & less than 1% of clients in HMIS identified as Asian. At the same time, immigrant children represented 23% of all Philadelphia children under age 18, and 27% of Philadelphia’s population identified as 1st and 2nd generation immigrants were from China (11% of all local immigrants). The CE system is currently inadequately accessible to DV survivors who are immigrants.
2. CoC Program funds for this project will improve access to CEA-BHRS through two DV mobile bilingual navigators who will conduct housing assessments, refer survivors to mainstream resources, & provide navigation services as households move through the housing match & referral processes. The navigators will be required to be fluent in one of the five most commonly spoken languages in Philadelphia other than English or Spanish: Cantonese, Mandarin, Russian, Vietnamese, or Arabic; & will be trained in CEA-BHRS, HMIS, & immigration policies & protections available to DV survivors. DV navigators will identify locations to reach communities that do not normally engage with the homeless or DV systems, & connect those needing housing

assistance to CEA-BHRS. By housing the position within an immigrant-serving organization, it is expected that navigators can meet survivors at a safe & culturally inclusive environment with access to interpretation services.

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

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

Applicant Name	DUNS Number
Congreso de Latin...	195485453
Women Against Abu...	021050802
People Emergency ...	156520272

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

Applicant Capacity

DUNS Number:	195485453
Applicant Name:	Congreso de Latinos Unidos (Congreso)
Rate of Housing Placement of DV Survivors–Percentage:	69.00%
Rate of Housing Retention of DV Survivors–Percentage:	50.00%

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

Applicants must describe:

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

1. Rate of housing placement was calculated by using HMIS data from last two previous years: # of HHs with DV enrolled in RRH vs. # of HHs with DV with a move-in date in same time period. Congreso calculated rate of housing retention for DV survivors based 6 years of data for # of HHs on permanent housing after exiting program.

2. Data source for rate of housing placement was HMIS. As DV provider, Congreso used data from a comparable data base, ETO, to calculate rate of housing retention.

1F-4b. DV Survivor Housing.

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

Congreso’s Latina DV Program (LDVP) currently serves Latino DV survivors experiencing homelessness through RRH services, coupled with trauma-informed, person-centered case management that is culturally-specific. Congreso proposes to expand the LDVP’s RRH by serving an additional 10 HHs (single adults & adults with children), the total number of HHs will be 34. After receiving a referral, Housing Stabilization Specialist (HSS) will have an initial assessment with DV survivor within 5 business days. At intake, LDVP HSS completes the Reception Interview and the Initial Self-Sufficiency Assessment to determine client’s needs, with a DV-specific lens. The HSS works with client to identify necessary housing resources and barriers, in part through applying for a free credit report, creating an initial budget, assessing for current lethality risks, and developing a safety plan based on their economic capacity to obtain stable housing where they also feel safe from their abuser(s). During the intake process, HSS works with the survivor to identify a minimum of 3 housing units. Congreso assists clients moving into units within 30 days of client initial HSS intake appointment.

The LDVP RRH will provide rental assistance for up to 24 months, working with

the survivor to calculate payments using the OHS (CoC Collab) rental calculation worksheet & re-assessing regularly. LDVP HSS conducts home inspections prior to signing rental assistance releases & assists with securing furniture & making moving arrangements. LDVP HSS acts as an advocate for the survivor: inspects each unit, obtains a copy of the unit's Rental License and Rental Suitability Certificate, negotiates lease terms & security deposit amount with each prospective landlord/property manager, reviews all lease agreements with the survivor in one-on-one sessions, and confirms the rent meets the Rent Reasonable guidelines before the client signs the lease.

1F-4c. DV Survivor Safety.

Applicants must describe how project applicant:

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

1. Congreso's LDVP staff utilize a trauma-informed, evidence-based service model with survivors, which is designed to be responsive to their experiences of trauma and their own understandings of safety. Trauma-informed environments provide emotional and physical safety and focus on empowerment, collaboration, and choice. LDV program is located on a separate floor which access is monitored by front desk; all conversations with clients will be done in private offices, and no family members or partners will be allowed unless otherwise stated by client. As a DV service provider, LDVP's services are confidential and client-level information is not shared with any system.

2. Each program at Congreso has created a "Vital Signs" Performance Management Dashboard that lists each outcome and output as required by the contract, as well as audit information and any other deliverables that are necessary to operate the program at the highest level. Program leadership, including Directors and Vice Presidents along with their Data staff, are tasked with running the "Vital Signs" report quarterly (at minimum) to create a snapshot of holistic program compliance and develop internal strategies and action plans to enhance the program in real time. Congreso's Data and Evaluation team supports programs with creating and maximizing efficiencies in the templates to make them easy to use. Conversion Funnels identify a singular, primary outcome of each program, as well as the intermediary goals that must be accomplished to achieve the ultimate outcome, and track the number of participants that achieve, or "convert to," the long-term outcome. The ultimate goal of the LDVP RR programming is to ensure that survivors secure and retain safe, affordable housing for themselves and their households. Additionally, through Design Labs, LDVP RRRH staff will discuss client feedback and program

improvements that will allow Congreso staff to more effectively and efficiently serve all needs of survivors.

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

Applicants must describe:

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

(limit 4,000 characters)

1. Congreso is the only culturally-specific DV agency in Pennsylvania, and its Latina DV Program (LDVP) has 25 years of experience providing trauma-informed, culturally-specific, and evidence-based counseling in a safe, bilingual, and culturally-sensitive environment. All Congreso policies, procedures, practices, and service environments recognize and respond to signs of trauma in staff, clients, and others.

LDVP offers an extensive list of domestic violence services in addition to RRH services, including trauma-informed individual counseling, advocacy, and educational support groups for parents, and children in English & Spanish; referrals and linkages to internal and external resources; individual counseling and education; advocacy and training to improve systems; emergency relocation assistance: crisis counseling & safety planning; and other resources available through the 24-hour Philadelphia Domestic Violence Hotline (PDVH).

2. Congreso is committed to maintaining a culture of diversity, equity, and inclusion, and will ensure equal access to its LDVP RRH services by people of all gender identities and sexual orientations by ensuring that all LDVP staff, including the HSS and clinical therapist, have successfully completed the required minimum 45 hours of DV training. This state-required training includes best practices on how to provide DV services to survivors of all gender identities and sexual orientations. Congreso’s Primary Client Model (PCM™) offers staff trainings, workshops, and professional development opportunities, with topics covered including Trauma-Informed Care, Value Diversity, and the LGBTQ+

Community. Direct service staff are also provided in-depth individual counseling training through PCM™ Utilizing trauma-informed services enables LDVP staff, including the proposed clinical therapist, to understand the vulnerabilities and experiences of survivors, including trauma's prevalence and physical, social, and emotional impact. To further ensure that services are victim-centered, the LDVP utilizes Motivational Interviewing, an evidence-based, clinical approach that helps people make positive behavioral changes to support overall well-being. The approach upholds four principles: expressing empathy and avoiding arguing, developing discrepancy, rolling with resistance, and supporting self-efficacy, or survivors' belief that they can successfully make a change. Both evidence-based practices place the victims' priorities, needs, and interests at the center of the work with the victim; provide nonjudgmental assistance; and ensure that victims' rights, voices, and perspectives are incorporated when developing and implementing system- and community-based efforts that impact victims.

Survivors and their families will be further supported with the clinical therapist. The clinical therapist will utilize Cognitive Behavior Therapy (CBT) to address both short- and long-term consequences of violent victimization, including mental health symptoms, especially post-traumatic stress disorder (PTSD) and depression, and substance abuse.

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

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

- **Child Custody**
- **Legal Services**
- **Criminal History**
- **Bad Credit History**
- **Education**
- **Job Training**
- **Employment**
- **Physical/Mental Healthcare**
- **Drug and Alcohol Treatment**
- **Childcare**

(limit 2,000 characters)

LDVP offers an extensive list of DV services, including trauma-informed counseling, bilingual support groups for parents & children, emergency relocation assistance, crisis counseling, safety planning, legal services, and other resources available through the 24-hour Philadelphia DV Hotline. LDVP also coordinates with community partners to holistically serve survivors and their families. LDVP RRH assists survivors toward economic recovery through Congreso's other internal programming. Congreso's workforce development services offer post-secondary credentialing programs, including the Child Development Associate (CDA) Program, and Next Step, a program that serves diploma-holding youth in taking the "next step" towards employment or further education. Adult literacy services include four levels of English as a Second Language (ESL) classes for the workforce and Adult Basic Education.

More broadly, survivors will have access to Congreso’s additional 50+ programs. LDVP also refers survivors to the Pennsylvania Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), which provides nutrition services, breastfeeding support, health care & social service referrals; and connects parents or caretakers to Child Care Subsidy (CCIS), which reduces/eliminates the cost of childcare while the parent or caretaker is at work or school. LDVP also provides counseling to all program participants on TANF-related issues & eligibility requirements. Clients are informed on additional cash assistance for DV survivors, Maximizing Participation Project program eligibility, and other similar programs. Medicaid is leveraged through internal counseling and external linkages. Congreso also provides SEPTA Transpasses to all clients needing transportation assistance. DV HHs with the longest periods of homelessness will be served through longer term, more intensive case management to ensure that they are able to retain the safe, affordable housing secured through the LDVP.

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

Applicant Capacity

DUNS Number:	021050802
Applicant Name:	Women Against Abuse (WAA)
Rate of Housing Placement of DV Survivors–Percentage:	69.00%
Rate of Housing Retention of DV Survivors–Percentage:	80.00%

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

Applicants must describe:

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

1. Rate of housing placement of DV survivors was calculated by using HMIS data for last two previous years: # of HHs with DV enrolled in RRH vs. # of HHs with DV with a move-in date in same time period. WAA calculated rate of housing retention of DV survivors based on its own data for TH & after care services for DV ES.

2. HMIS was used to calculate rate of housing placement. As a DV service provider, WAA used a comparable database, Clienttrack, to calculate rate of housing retention.

1F-4b. DV Survivor Housing.

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

. This expansion project will target adult survivors of DV, including both individuals and those with families. At full capacity, WAA expects to serve approximately 12 additional HHs under this grant, for a total of approx. 24 HHs served in the Safe at Home RRH program. Clients will be enrolled on a rolling basis throughout the one-year grant term. WAA anticipates approximately 65% of all HHs served being families. Participants for the RRH project are referred by OHS through CEA-BHRS. Many of the Safe at Home participants have stayed at one of WAA's ES or its TH program, since these are the primary programs in the region specializing in services for victims of DV. WAA will hire an additional Housing Stabilization Specialist (HSS) to serve participants. The HSS will meet with each head of HH to develop an individualized housing and service plan to support housing stability. The HSS will complete income assessments to determine the best type of housing options for each participant, conduct research on housing options, and provide them with units to view. The Safe at Home program draws from a range of landlords in Philadelphia who have experience with affordable housing, and support clients in advocating around any barriers as needed. The HSS will identify safe, affordable housing units that meet the clients' needs, and support them to transition into permanent housing within 30 days of their intake appointment, while continuing to prioritize their safety and take into consideration concerns of location, size, affordability, and access to community amenities including schools, daycares, and more. WAA will provide participants with rental subsidies over a 12-month period and comply with HUD regulations on calculating rent not to exceed 30% of their income. Participants will have the opportunity to select the rental unit and location of their choice. WAA anticipates an approximately eight 1-bedroom units and four 2-bedroom units, and may adjust as needed.

1F-4c. DV Survivor Safety.

Applicants must describe how project applicant:

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

1. WAA's services are grounded in an empowerment model that values client safety and autonomy; and victim-centered. WAA will seek to house participants as quickly as possible, while prioritizing client safety. WAA's HSS will identify a wide array of FMR value permanent housing options that meet the size of the family or individual, with an eye toward the unique safety needs of survivors of DV, including the safety of the neighborhood, proximity to family/friends/cultural groups, access to transportation, medical or social services, schools, and other

community amenities. They are typically scattered site units
As a DV service provider, WAA's services are confidential and client-level information is not shared with any system.

2. WAA does not use HMIS but it tracks outcomes in an agency-wide data management system, ClientTrack. WAA's Safe at Home staff enter client-level data including client case notes and basic contact information, income changes, updates on children's school enrollment, referrals, and safety plan adjustments by the 15th of each month. WAA Directors review data with their teams on a monthly basis, noting any trends. The data is also used to populate an internal report used to monitor the progress and impact of each program by the Sr. Management Team and support continuous improvement. WAA is incorporating data visualization elements utilizing Power BI dashboards, which will further enhance learning.

WAA takes a client-centered approach, soliciting annual feedback from all clients enrolled in the program through a written survey.

In Fiscal Year 2018, WAA served 53 HHs through the Safe at Home program, with 85% of clients exiting to a safe housing destination (defined as either PSH, independent housing-fair market rent or subsidized with no services, TH, or safe, permanent family living arrangements); and 45% reporting a lower level of risk of violence to themselves or their families.

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

Applicants must describe:

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

(limit 4,000 characters)

1. WAA is Philadelphia's leading provider of services to victims of domestic violence, and prioritizes trauma-informed care for its clients. As an agency certified in the Sanctuary® model, an evidence-supported, trauma informed approach to establishing an organizational culture that promotes healing, safety,

and empowerment for both clients and staff, WAA has a number of tools that it uses to incorporate an understanding of the vulnerabilities and experiences of trauma survivors into its work. WAA takes care to ensure that autonomy is restored to survivors by ensuring that participants understand that services are voluntary and by recognizing their decisions. WAA uses person-first language and tools such as Sanctuary® check-ins or reflections on Safety, Emotions, Future, Loss to acknowledge the physical, social and emotional impacts of trauma; as well as signage demonstrating trauma informed principles within all service environments.

2. In 2016, WAA developed a case management manual highlighting its approach to services at the intersections between homeless & DV, which incorporates several evidence-based or best practices including: the Sanctuary® Model for Trauma Informed Care, Building on Strengths and Advocating for Family Empowerment (BSAFE), using Critical Time Intervention (CTI); and Empowerment Model; Domestic Violence Informed Safe Housing (DASH).

Developed within an ecological framework, BSAFE emphasizes the integral connection among community-based services, social networks and broader systems of care, and housing, health, and well-being of families. This trauma-informed intervention is designed to address the needs of families & children as they transition into the community and/or stabilize in supportive housing. WAA incorporates this model by establishing plans for each family unit and each family member; facilitating access to community supports & services; creating referral networks of culturally competent & developmentally appropriate services; and enhancing social and community connectedness. WAA uses this same approach within its case management at Safe at Home. DV Informed Safe Housing, developed by the District Alliance for Safe Housing (DASH) in Washington, D.C. guides service providers addressing the needs of this target population to develop multiple safe housing options across the city, while building a strong collaborative network with other service organizations.

WAA's services are grounded in an empowerment model that values client safety and autonomy; and victim-centered. All services will be voluntary, and clients may choose to self-discharge from the program at any time. Throughout service provision, client self-determination and respect for the dignity of clients is emphasized. Because victims of abuse have had their options and autonomy limited by their abuser, WAA is committed to restoring a sense of power to the survivors it serves. WAA's service delivery approach takes into account the needs of the full family, including children. WAA's HSS will work with participants to ensure that children are able to remain in school and to access the local community resources that they need to thrive.

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

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

- **Child Custody**
- **Legal Services**
- **Criminal History**
- **Bad Credit History**

- Education
- Job Training
- Employment
- Physical/Mental Healthcare
- Drug and Alcohol Treatment
- Childcare

(limit 2,000 characters)

The HSS will meet with clients on an ongoing basis to revisit goal plans and address obstacles to remaining in safe housing, complete applications, and confirm that they have obtained any benefits for which they are eligible. The HSS Specialist will provide individualized supports in addition to basic housing counseling, such as financial planning, budgeting, goal setting, and access to assistance for relocation expenses.

The HSS will work closely with participants to better understand and address the barriers they face to employment and to support them to increase their income. The HSS will check in with the client about the status of any benefits applications and renewals, and follow-through (or “linkages”) to any community supportive services agencies to which they are referred. Participants will have access to transportation assistance to attend benefits or other appointments. In 2018, WAA deepened its focus on economic empowerment, enhancing supports for survivors who voluntarily choose to work towards a personal economic empowerment goal (i.e. opening a bank account, repairing credit, enrolling in a GED program, finding employment). WAA will hire an EE Assistant to connect participants to an array of education and workforce related opportunities, including career fairs, job interviewing skills workshops, and resume writing. The proposed project includes funds for employment or education-related needs (i.e. to purchase a new uniform or enroll into a GED course) which the EE Assistant can connect survivors to.

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

Applicant Capacity

DUNS Number:	156520272
Applicant Name:	People Emergency Center
Rate of Housing Placement of DV Survivors–Percentage:	69.00%
Rate of Housing Retention of DV Survivors–Percentage:	80.00%

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

Applicants must describe:

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

1. Rate of housing placement of DV survivors was calculated by using HMIS data for last two previous years: # of HHs with DV enrolled in RRH vs. # of HHs

with DV with a move-in date in same time period. PEC calculated rate of housing retention based on its current retention rate for RRH programs managed by same organization.
2. Both rates were calculated using HMIS data.

1F-4b. DV Survivor Housing.

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

People’s Emergency Center (PEC) is interested in expanding its continuum of housing services by adding 18 units of Rapid Re-Housing (RRH) and supportive services which will be dedicated to families who have been impacted by domestic violence, dating violence, sexual assault, human trafficking and stalking. PEC’s RRH services will be offered through a trauma-informed lens; provide project based rental assistance, and create two new positions – a Mobile Case Manager (MCM) and a Housing Stabilization Specialist (HSS). PEC’s intake process is participant-driven, person-centered, and strengths-based. Within 7 days of referral arrival, PEC staff will complete the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT) with survivor to identify the most appropriate housing plan for the participant given their health, social & safety needs. While it is advantageous to identify extraneous familial needs as part of the initial intake process, PEC is fully committed to the procurement of housing as the primary program goal with no restrictions due to behavioral health treatment or other needs. The results of the VI-SPDAT will inform the creation of an individualized housing plan which positions the participant for success in obtaining and maintaining affordable permanent housing within 30 days of referral. The HSS is charged with identifying appropriate housing resources based on the unique needs, strengths, preferences, safety concerns, and financial resources identified by the resident. Because of the benefit of Master Leases, which allow families to transition in place, PEC will assist the family in negotiating this type of leases with landlords whenever possible.

1F-4c. DV Survivor Safety.

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

1. PEC's Behavioral Health Services team ensures that the services provided to the families impacted by DV are victim-centered, focused on safety, and promoting self-determination and personal empowerment. PEC has been providing victim centered services to survivors of DV & sexual assault since its inception. While PEC is not considered a traditional DV service provider, approximately 35% of the families they serve have reported a history of DV. PEC creates safety plans for each DV resident and, if an abuser locates their victim, PEC immediately contact OHS for emergency relocation assistance. MCM will do on-going DV safety planning at home visits and will have the ability to change locations as needed if survivor's safety becomes compromised. Additionally, PEC will assure that linkages to DV organizations are an integral part of the program, including DV specific legal services. Research shows that as individuals feel safe there may be a re-connection with the abuser, PEC is prepared to offer safety planning tips such as phone location tracking education, maintaining emergency phone numbers & having a support person to reach out to in the event of an emergency.

2. PEC's CMs use the evidence-based Outcomes Star measurement tool to track progress & ensure that outside assistance is being received. PEC also use validated self-report measures to identify symptoms related to trauma history & mood disorders that are commonly present in survivors of DV. PEC employs a robust Continuous Quality Improvement (CQI) system that is grounded in the agency's mission, integrated across all programs, and empowers stakeholders to assume an active role in assessing and improving program outcomes and overall organizational performance. PEC's commitment to having persons with lived experience inform policy, practice, and/or program development is evident in both the numbers & types of forums created to solicit feedback: community meetings, satisfaction surveys & focus groups.

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

Applicants must describe:

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

**groups, mentorships, peer-to-peer, spiritual needs; and
(g) offering support for parenting, e.g., parenting classes, childcare.
(limit 4,000 characters)**

.1. PEC has hired a leader certified in trauma-informed care (TIC) to guide the organization through a process of imbedding TIC in its work. In January 2019 PEC utilized the TICOMETER to assess the organization's needs and progress in implementing TIC and ensure sustainability over time. One of the results of this assessment was the implementation of TIC training for everyone in the organization from the board on down, with individual sessions focused on Achieving Workplace Harmony, Trauma-Informed Communication Skills, and Cultural Competency & Conflict. A new Core Team comprised of staff from all departments was formed to assess internal practices and prioritize recommended changes.

2. PEC focus on providing trauma-informed care is centered on respect and compassion for each resident with an understanding of resident's trauma history and what has happened to them. PEC structures its engagements to be inclusive of all gender presentations and sexual orientations, with the goal that each resident will be comfortable being themselves. PEC provides assistance in addressing barriers to establishing safe and stable housing and offer intensive trauma-informed care and support related to DV issues, including connecting residents to free legal support if obtaining a protection from abuse order is wanted or necessary. PEC has extensive community partnerships to leverage on behalf of these uniquely vulnerable families including: landlord groups, neighborhood advisory committees, early childhood education providers; medical & behavioral health providers; other DV service providers; food cupboards; universities; and other family serving systems. PEC's Intake and Residential Services Manager is bi-lingual, offering services in both English and Spanish. Whenever necessary PEC utilizes the services of the Nationalities Service Center to ensure residents who are not proficient in English have a mechanism for communicating effectively.

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

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

- **Child Custody**
- **Legal Services**
- **Criminal History**
- **Bad Credit History**
- **Education**
- **Job Training**
- **Employment**
- **Physical/Mental Healthcare**
- **Drug and Alcohol Treatment**
- **Childcare**

(limit 2,000 characters)

PEC's Behavioral Health Services Manager provides structured counseling

services including Trauma-Focused Cognitive Behavioral Therapy; Cognitive Behavioral Therapy; and Prolonged Exposure Therapy. Residents may also access on-site Trauma Recovery and Empowerment Model (TREM) group counseling and individual counseling related to DV.

PEC provides its residents with a comprehensive range of on-site Economic Mobility Services (EMS) including access to public benefits and resources, access to GED assistance programs, employment training, career counseling, and financial planning. EMS teaches job skills, introduces residents to the culture of work, helps address the underlying factors that prevent residents from achieving and maintaining employment stability, and connects residents to certification programs. PEC's Career Developer supports residents by offering job search assistance, employment opportunities with local businesses, retention support, and career advancement support for up to twelve months after their initial start date. A new partnership with Brightside Academy offers a gateway to paid training as a child development associate. Residents also receive on-site assistance with completing applications and tracking enrollment status into assistance programs such as TANF, SNAP, health insurance (CHIP, Medicaid), utility assistance (LIHEAP, UESF), academic financial assistance (FAFSA), and rental and property tax credits. The Career Developer also facilitates a Career Development Support Group. Transportation assistance to help participants in attending appointments, employment training, and/or jobs is provided on an as-needed basis. Additionally, PEC's Financial Counselor works with each resident to review their credit report and learn how to budget and plan for future expenses. Additional support then focuses on credit repair, debt reduction, improving credit scores, and long-term savings.

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

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

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

Resources:

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

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

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

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

2A-1. HMIS Vendor Identification. Eccovia Solutions

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

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

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

Project Type	Total Number of Beds in 2019 HIC	Total Beds Dedicated for DV in 2019 HIC	Total Number of 2019 HIC Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	3,649	201	2,875	83.38%
Safe Haven (SH) beds	254	0	235	92.52%
Transitional Housing (TH) beds	1,129	82	935	89.30%
Rapid Re-Housing (RRH) beds	1,111	113	945	94.69%
Permanent Supportive Housing (PSH) beds	4,991	0	3,581	71.75%
Other Permanent Housing (OPH) beds	0	0	0	

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 bed coverage rate continues to increase because of CoC's ongoing engagement of non-HMIS projects, with the primary focus on emergency and permanent housing projects. Since the 2019 HIC, the CoC increased the emergency shelter bed coverage rate to 91% by adding City funded low barrier shelter and recovery programs (+344 beds) into HMIS. For rapid rehousing, the bed coverage rate rose 8% between the 2018 and 2019 HIC, mainly due to the expansion of rapid rehousing projects through CoC and ESG funding. Future efforts are intended to improve the bed coverage rate for permanent supportive housing projects by finalizing data migration to incorporate 12 more existing CoC PSH projects. Adding these projects (+412 beds) will increase the PSH bed coverage rate by 8%. The CoC has also started and will continue to work towards integrating local Veteran agencies into the CoC's Coordinated Entry System (CES), which includes adding a Veteran Access site by 2020. This access point will allow other Veteran dedicated projects to use HMIS by offering connections to services and supports for their participants. The CoC also hopes to improve the CoC's CES to engage non-funded and faith-based housing agencies. Through the annual evaluation of CES, the CoC will strengthen partnerships and identify improvement strategies to further entice these agencies to start using the CoC's 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). 04/24/2019
(mm/dd/yyyy)

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

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2B-1. PIT Count Date. 01/23/2019

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

2B-2. PIT Count Data–HDX Submission Date. 04/24/2019

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)

Prior to the PIT Count, the CoC sent project-level surveys to all the projects listed in the HIC, based on HMIS participation and project type. The surveys included detailed instructions, definitions, and alerts to identify inconsistent data. The night before the count, the CoC sent letters to every homeless assistance provider to reiterate the importance of the count and to provide accurate and complete data. HMIS agencies were advised to pull, review and submit a PIT report directly from HMIS. Non-HMIS agencies received full surveys with more questions. Completed surveys were due to the CoC within 3 days of the Count. HMIS/CoC Leads worked extensively with agencies to

identify and correct data concerns. Data was cross-referenced with reports submitted by agencies to the CoC Lead for other purposes to identify and correct additional data concerns. Population and subpopulation data for HMIS participating agencies was pulled from HMIS and combined w/data from non-HMIS agencies to calculate the final count. Between 2018 & 2019, there were no changes in the data collection methods. Since incorporating reports pulled directly from HMIS as of 2018, there has been an increase in the accuracy of HMIS data & provider confidence in HMIS. Changes in the overall capacity of emergency and transitional housing programs by +220 and -115, respectively, had the largest effect on the PIT Count results.

***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)**

As in previous years, the PIT Count used a full city census, which covers all zip codes. The city was divided into zones that include hot spots identified by homeless outreach teams and calls from the public, police and surveys, plus prior PIT counts. These areas are known locations identified through contacts and calls made to the outreach coordination center and from previous PIT Counts. In 2019, all zones were examined and revised to align with homeless outreach zones and police surveys. This review included historical data, so that the CoC can track changes to the count by zone over time. For example, Zone 9, which includes Kensington, was subdivided into 4 sections to fully capture everyone located in encampments. Training for volunteers was also improved. Using training guides from last year and materials shared by NYC, new trainings were conducted. Training materials were reviewed by PIT stakeholders who provided feedback and suggestions that were incorporated. Starting in 2019, new volunteers were required to attend one of four in-person trainings, attendance was tracked and confirmed.

Due to the efforts towards revising the zones and the volunteer trainings, only 1 of the 185 tablets that were allocated reported individuals outside of their assigned zone, decreasing the potential for duplicates, and the survey response

rate increased slightly to 31%. These improvements from 2018, has increased confidence in the data.

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

Applicants must:

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

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

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

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

CoC takes specific measures to identify youth by conducting a youth-specific PIT count during daytime hours immediately following the overnight count from 6am-10am and 3pm-7pm. Valley Youth House (VYH), lead agency for the youth-specific PIT count, collaborates w/CA on planning. (1) VYH works with young adults w/experience of homelessness to get input on the survey questions, marketing strategy and content of training that all youth PIT volunteers receive which provides an overview of youth homelessness, how to engage youth during the count in a non-judgmental and sensitive manner and how to handle crises and connect to resources. Volunteers are also trained not to make assumptions about which young people may be experiencing homelessness. (2) VYH conducts focus groups w/youth w/experience w/homelessness to identify locations where homeless youth are most likely to be identified which helps determine appropriate deployment of volunteer teams. VYH also convenes youth-serving stakeholders to support overall youth PIT planning, and during the count uses “Come & Be Counted” sites, which are community locations where youth experiencing homelessness tend to congregate. These sites are advertised leading up to the Count and youth can go to them on the day of the count to be surveyed. (3) During the youth-specific PIT count, young adults with experience with homelessness lead teams of volunteers - stakeholders who serve youth and other young adults with experience of homelessness - throughout the city to survey youth and identify youth experiencing homelessness. Because youth homelessness is often hidden, teams approach all people who appear to be age 24 or younger to try to engage them in a survey related to their housing.

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)

For the 2019 PIT Count, CoC specifically recruited and provided stipends to people with lived experience to participate in the counting process. These volunteers included people with lived experience of both chronic and family homelessness, as well as Veterans with lived experience. On the night of the count, each survey team had at least one formerly homeless individual. Prior to the count, focus groups were held with street outreach workers and people with lived experience to identify any opportunities to improve the methodology and survey questions. Additionally, the PIT Count included a multimedia and community awareness plan, targeting non-profit homeless service provider agencies, federal agencies, the general public, universities, and those with lived experience, including veterans, families with children, and chronic.

Additionally, to capture these subpopulations, various organizations are included in the PIT Count planning team. This includes Project HOME, a nonprofit with a large stock of PSH, outreach, safe havens and daytime engagement, the Department of Behavioral Health & Intellectual Disability Services, which funds many of the supportive services in the PSH projects across the city, the Youth Count Coalition, and the Veteran Affairs office.

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.
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8,209

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) Created a prioritization tool to identify risk factors (threat of eviction, receiving public assistance, frequent moves, limited education, unemployment, previous homelessness, frequent moves, family dynamics) based on the tool used by HomeBase program in NYC. Knowing that discharge from criminal justice, child welfare, hospital systems is major risk factor; new strategic plan prioritizes work for cross-system integration, incl. preventing avoidable experiences of homelessness after discharge. External agency Referral (EAR) process requires notification from institution prior to participant discharge to determine the participant's appropriate housing intervention (shelter, prevention, alternative housing)(2) CoC has increased \$ for prevention/diversion rent/utility

assistance (including youth specific prevention resources (rental assistance, case management), in part by diversifying the funding sources used for this purpose. Shelter intake staff attempt to divert all requesting placement in shelter to help avoid trauma of shelter stay w/immediate connection to safe alternative housing options. Staff assist w/identifying support/alternative housing options; ascertain if person has \$ for alt (hotel/motel) if relatives or friends can help; connect to community resources incl. homeless prevention prog in cases where financial assistance is needed to successfully divert the participant., possibly including short-term financial assistance, longer-term subsidy, housing counseling or financial counseling. Now exploring potential funding for implementation of recommendations. Opened discussions with local housing authority to create pilot program to reduce the number of housing authority tenant evictions and reduce the number of housing authority tenants requesting shelter placement and homeless prevention assistance.

***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.	126
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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)**

Average length of time homeless was 170 days. Several factors impact longer-term stays, including a lack of affordable housing, low income for households, little to no outside community or familial supports, and a lack of urgency and incentive for households to transition back to housing. Expanded the rollout of the low vulnerability policy introduced at the system level, designed to lower length of time homeless for families with lower vulnerability based on the VI-SPDAT and Housing Assessment. One-time security deposit assistance offered to households in shelter who have identified a place to live and need assistance with move in costs. Structured interventions include a housing plan developed within 7-10 days of shelter entry to address the individual housing barriers of the household and tailor the housing plan to the reason for homelessness. Someone who is homeless due to an eviction will have a different housing plan than someone who is homeless due to family discord. Community linkages and referrals will be provided along with bi-weekly milestones to ensure that households are aggressively engaged in activities that will quickly transition them back to safe, decent places to live. Standard LOS targets now at 120 days FY 20 contracts. Ensured all shelters and TH programs have fully funded housing focused case management services in place. For TH, moving from 2 to

1-year leases to emphasize a sense of urgency and that TH is not a long-term destination. Written standards ID primary TH objective as moving to permanent housing as quickly as possible from TH entry. Close monitoring of TH extension requests past 1 year of stay to ensure they are necessary. Monthly reports are run in HMIS to identify longest shelter stayers; OHS works closely with providers to address barriers to shelter exit.

***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.	25%
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.	98%

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)

According to data collected through our HMIS system, 36% of exits to permanent housing destinations came from shelter and transitional housing programs with our for FY 19 end target being 30% exceeding this goal. Our strategy to increase rates of individuals and families in permanent housing projects started with the development and implementation of a coordinated entry system which allows us to match households, providers, and landlords to ensure that homelessness is brief and non-recurring thus giving us a broader reach of programming and access to vulnerable populations. OHS provides technical assistance on a regular basis to providers through meetings and their analysts who are engaged in analyzing their data along with OHS data support team. The importance of the low barrier Housing First model is emphasized

along with the HUD regulations for program execution. OHS cultivates landlords who understand the barriers and co-morbidities of the populations that we serve who can provide safe and affordable housing stock options for our participants. Providers are equipped to conduct assessments for the participants while monitoring their goals and outcomes as an agency during the grant period that include retention in permanent housing and exit to permanent housing destinations. For households to maintain their permanent housing to be successful they are linked to outside supports that would ease the burdens of mental health, chronic illness, and financial burden while aiding them to reach self-sufficiency.

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

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)**

This rate is a system-wide measure the CoC tracks and evaluates quarterly along with number of households provided prevention assistance and rapid rehousing plus exits to and retention of permanent housing, all to gauge progress toward reducing the rate. The CoC’s strategy is multifaceted. Access point staff were trained on successful techniques to divert households requesting shelter by using mediation, funds to pay back rent or utilities, and connecting them to community resources all within a Right-Sized approach. As part of Coordinated Entry the CoC has a formal transfer process for those in TH, RRH and PSH. In annual renewal process the CoC reviews CoC-funded programs’ termination policies to ensure adherence to the CoC standards’ required minimum elements. CoC standards include: Core elements of Housing First approach at project level, including reasonable flexibility with paying rent on time, offering payment arrangements for rent arrears, and making every effort to transfer to different project if tenancy is in jeopardy; If a project can’t serve household they must work to ensure access to other housing and services; Required minimum elements in providers’ termination process; PSH termination only in the most severe circumstances; Specific direction for providers of PSH for hardest-to-house when considering termination;

Participants who are terminated, cannot be banned from returning to project; and CA participates in the termination appeal process. The City also monitors discharges by contracted providers to ensure Housing First compliance and assists with PHA arrears to avoid lifetime ban. CoC/ESG standards include: TH projects must prioritize rapid placement and stabilization in permanent housing; TH providers have aftercare supports and shallow rent to assist with transition to permanent housing; and RRH staff meet at least monthly with participant to assist with long-term housing stability. City continues to build prevention and RRH capacity annually.

***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.	5%
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.	0%

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)**

Philadelphia Works agreed to co-locate employment services at access point in a trauma-informed space to provide improved employment outcome and increased housing security resulting in improved quality of life for the city residents facing homelessness and housing insecurity. Philadelphia Works will provide opportunity, guidance, and support to job seekers experiencing homelessness and housing insecurity. Provide coordination between the PA CareerLink Philadelphia centers and partner organizations to develop an effective referral system and an integrated workforce development system for individual experiencing homelessness or housing insecurity.

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 tracks and monitors the percent of adult stayers and leavers with an increase in non-employment income on a quarterly basis. CA disseminate biweekly resource emails that identify job & mainstream benefit resources & opportunities. BenePhilly Centers support application for 28+ benefits & are located at CoC-funded sites. CoC project participants have access to SOAR assistance & local resources that assist 1000+ annually w/securing ID. EARN & PA CareerLink Centers integrated to streamline job placement, reduce stigma & respond to employer needs. The City financially supported a Same Day Pay program in collaboration with CoC providers and non-profit agencies to offer. In Same-day pay programs, participants earn cash for helping clean Philly’s streets, creating art, removing graffiti, clearing lots. This helps participants buy necessities like transit passes, phones, and even, in some cases, places to stay. This program serves as an on-ramp to stable employment. 2. Connections to employment one of 5 priorities in new CoC Strategic Plan – developing and strengthening strategic partnership w/workforce dev system. City helped bring First Step Staffing model for transitioning out of homelessness w/returning to work in temp job placements & w/wrap-around services. Partnership First Step & Greater Philadelphia Chamber of Commerce to create a pipeline of employers willing to hire people exp homelessness. 3. Responsible: OHS Deputy for Policy, Planning, Performance Mgmt

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)**

PA CareerLink® system hosts 20 – 30 employer events per month. For the month of August, we hosted 39 employers, mainly employers from the new Fashion District. We hosted a big job fair for the Fashion District employers on August 20th. For September, we have 3 events currently planned with more to come.

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

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

1. The CoC trains provider organization staff on connecting program participants and people experiencing homelessness with education and job training opportunities.	<input type="checkbox"/>
--	--------------------------

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

3A-6. System Performance Measures 05/30/2019
Data–HDX Submission Date

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

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

Instructions

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

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

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

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

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

3B-1. Prioritizing Households with Children.

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

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

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

Applicants must:

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

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

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

Through CE our CoC evaluates the service and housing needs of families with children through using the VI-SPDAT and completing a housing assessment and matching them to the most appropriate housing intervention.

Each household may receive up to 12 months of assistance. When households need assistance beyond 12 months, OHS approval is required. Participants are to pay rent. It is required that the tenant’s share of rent not exceed 30% of the household’s adjusted monthly gross income. Participants will be evaluated every 3 months to determine if further assistance is needed. All documents required at entry will be required at evaluation.

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 checked="" 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	Yes
2. Human trafficking and other forms of exploitation	Yes
3. LGBT youth homelessness	Yes
4. Exits from foster care into homelessness	Yes

5. Family reunification and community engagement	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) CoC evaluates effectiveness of its strategies by using data to determine needs and gaps for youth. CoC’s strategic planning process involved completing a system gaps analysis, with youth inventory need generated for RRH & PSH using data from the HIC and PIT and an annual multiplier provided by CSH; Philly Homes 4 Youth Coalition, led by OHS, conducted youth- specific needs assessment to identify needs & gaps for youth experiencing homelessness in Phila incl ID of specific interventions to fill gaps. At this point there is such a great need for housing resources for youth that the increased opportunities themselves are evidence of effectiveness. We know that CoC’s youth ES turn-away rate cut in half. Coord Entry data from youth access points will afford more information about youth placement and enrollment i.e. how many are coming to the access points and how long are they waiting to obtain housing. Additionally, looking at annual PIT numbers, unsheltered & sheltered, determines effectiveness of strategies; CoC has adopted A Way Home America dashboard which informs the flow of coordinated entry for youth and is publicly available. (2) Measures include # HHS prevented from exp

homelessness, # housing & services opps to meet the demand, # turn aways at youth ES, outcomes of youth RRH & TH programs (% exits to permanent housing, % increase in income, % connected to mainstream resources, reduced mean length of time homeless) to ensure youth exiting to & retaining permanent housing, & not returning to homelessness. (3) CoC believes the measures are appropriate because they quantify increased system capacity and effective performance. Additionally, they are used in tandem with integrating youth voice into decision making around interventions to implement in our community so the youth provide context for appropriate interpretation of the measures.

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) CoC evaluates effectiveness of its strategies by using data to determine needs and gaps for youth. CoC’s strategic planning process involved completing a system gaps analysis, with youth inventory need generated for RRH & PSH using data from the HIC and PIT and an annual multiplier provided by CSH; Philly Homes 4 Youth Coalition, led by OHS, conducted youth- specific needs assessment to identify needs & gaps for youth experiencing homelessness in Phila incl ID of specific interventions to fill gaps. At this point there is such a great need for housing resources for youth that the increased opportunities themselves are evidence of effectiveness. We know that CoC’s youth ES turn-away rate cut in half. Coord Entry data from youth access points will afford more information about youth placement and enrollment i.e. how many are coming to the access points and how long are they waiting to obtain housing. Additionally, looking at annual PIT numbers, unsheltered & sheltered, determines effectiveness of strategies; CoC has adopted A Way Home America dashboard which informs the flow of coordinated entry for youth and is publicly available. (2) Measures include # HHS prevented from exp homelessness, # housing & services opps to meet the demand, # turn aways at youth ES, outcomes of youth RRH & TH programs (% exits to permanent housing, % increase in income, % connected to mainstream resources, reduced mean length of time homeless) to ensure youth exiting to & retaining permanent housing, & not returning to homelessness. (3) CoC believes the measures are appropriate because they quantify increased system capacity and effective performance. Additionally, they are used in tandem with integrating youth voice into decision making around interventions to implement in our community so the youth provide context for appropriate interpretation of the measures.

3B-1e. Collaboration–Education Services.

Applicants must describe:

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

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

(limit 2,000 characters)

The School District's Education of Children & Youth Experiencing Homelessness (ECYEH) Office works on strategies to increase identification of unaccompanied youth exp. homelessness & developing enhanced training for school staff. The School District also provides teen mentoring groups for high school students experiencing homelessness as well as students doubled-up with other families members and or friends. School District rep on new local Intergovernmental Council on Homelessness. School District (SDP) McKinney Vento (MK-V) liaison/ECYEH reps on CoC Advisory Committee & Philly Homes 4 Youth Coalition, shares resources w/ CoC. The Philadelphia CoC's YAB, Young Adult Leadership Committee (YALC) has developed a formal partnership with the School District of Philadelphia ECHY department. This partnerships allows input for youth on the flyers and information available to students experiencing unstable housing and their families. The YALC has received verbal confirmation each school will have an identified coordinator in each and every school, to assist youth in getting resources available to them through the Mckinney-Vento Act. Members from the YALC (A.T, L.S) have also been involved in redesigning and repurposing the States 'Run Away & Homeless Youth' website to allow for more agencies, stakeholders, youth and Young adults experience unstable housing, and community partners, to engage in dialogue vis blogs; and gain insightful resourceless. Members form the YALC also meet with a 'RHY' state level employee to discuss implantation of the strategic plan on a state level! These conversation lead work around ensuring all necessary folks are aware of Local McKinney -Vento law, and use the information to assist in removing barriers for youth, including students. The CoC also collaborates with the local Philadelphia Coalition to ensure all education providers, school district(s), and local legislators in the area know of the 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)

OHS is a partner with the Building Early Links for Learning (BELL) project. BELL is a team of early childhood education (ECE) specialists with expertise in early child development who work closely with 18 emergency and/or transitional housing "education liaisons" to create environments for young children experiencing homelessness (that promote healthy child development), and forge linkages that result in the increased enrollment of young children

experiencing homelessness into quality early learning. During BELL's the reporting period of November 1, 2018 through April 20, 2019, of the 646 parents who were staying in emergency housing, BELL spoke with 411 parents (63.6%) about parent preferences at any point in time for these cases. BELL found that 36% of children ages 3-5 were enrolled in high quality ECE programs, 22% were enrolled in low-quality programs, 27% were not enrolled into any ECE program. In addition, BELL use the Administration for Children and Family's Self-Assessment tool to determine if their programs were child-development friendly, learning that all programs scored above average. Finally, BELL organized 8 trainings for both EH/TH and ECE staff to come together to learn about a homeless child's need for ECE, trauma, and child development, resulting in an increase in understanding.

A Children's Work Group Early Childhood Committee, an inter-system collaboration with more than 75 agencies participating throughout the year, organized 7 workshops that featured the School District of Philadelphia's homeless education office (2 workshops), the Philadelphia Infant-Toddler Early Intervention program, identification of young children experiencing homelessness, the PA Bureau of Early Learning Resource Center Operations on accessing child care, a report on breastfeeding in Philadelphia's family shelters, legal issues relating to children experiencing homelessness who are either receiving, or in need of, early intervention services.

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	Yes	Yes
Head Start	Yes	Yes
Early Head Start	Yes	Yes
Child Care and Development Fund	Yes	Yes
Federal Home Visiting Program	Yes	Yes
Healthy Start	Yes	Yes
Public Pre-K	Yes	Yes
Birth to 3 years	Yes	Yes
Tribal Home Visting Program	No	No
Other: (limit 50 characters)		
Other: Child & Adult Care Food Program (CACFP)	Yes	Yes

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

Applicant must indicate whether the CoC uses an active list or by-name list to identify Yes

all veterans experiencing homelessness in the CoC.

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 checked="" 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 checked="" type="checkbox"/>
5. There are no racial or ethnic disparities in the provision or outcome of homeless assistance.	<input type="checkbox"/>
6. The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance.	<input type="checkbox"/>
7. The CoC did not conduct a racial disparity assessment.	<input type="checkbox"/>

3B-3a. Addressing Racial Disparities.

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

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

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

Instructions:

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

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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:	No	No
Other: (limit 50 characters)		

4A-1a. Mainstream Benefits.

Applicants must:

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

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

1. The CoC keeps the all program staff up to date on mainstream resources through providers meetings and bulletins that update the staff on State and Federal resources that participants may have access to or resources that may be cut. Resources are also placed on the OHS website for providers and sent out in mass “Tools and Training” emails; resource packets are distributed to providers as needed. 2. Mainstream resources are distributed on a quarterly basis to providers and more often as needed when state and federal rules change. 4. Phila CoC has a very advanced partnership with the Department of Behavioral Health, including behavioral health case managers in shelter (FAST/Connections) to connect people to mental health and substance use resources; Medicaid reimbursable services are an essential part of nearly every permanent supportive housing program in the Continuum, including newly developed housing models such as HOME\$200 (shallow rent program for individuals with SSI). Mainstream Benefits. Applicants must: (1) describe how the CoC works with mainstream programs that assist persons experiencing homelessness to apply for and receive mainstream benefits; (2) describe how the CoC systematically keeps program staff up-to-date regarding mainstream resources available for persons experiencing homelessness (e.g., Food Stamps, SSI, TANF, substance abuse programs); and (3) provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy for mainstream benefits.

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.	106
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.	
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.	0%

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) City's Dept Behavioral Health (DBHIDS) funds & oversees street outreach conducted by teams from 8 nonprofits & managed by Outreach Coordination Center (OCC). Teams maintain a focus list of individuals that they are engaging on the street, they work a designated zone in the city to ensure adequate geographic coverage, and follow up on response calls from the community to the OCC. The City is broken into 13 zones, which are then assigned to the 8 teams to cover and engage. Approach emphasizes uniformity in response, engagement, housing focus & "hot spot" visibility. Teams provide concrete assistance, intervene in crises (especially behav health), connect to services & shelter if desired. Most time spent w/those refusing shelter: building trust, helping w/housing & trying make safer on streets. Teams incl bilingual & bicultural staff; all can access City's "language line" translation system & wheelchair-accessible van. Also have 2 outreach teams specifically targeting youth ages 21 & under – 1 w/federal Runaway & Homeless Youth grant funds, 1 privately-funded specializing in human trafficking. (2) Outreach conducted throughout the city (100% of geographic area). (3) Street outreach is conducted 24/7. Outreach teams non-exclusively target specific areas & respond to calls to widely publicized hotline. Each team also works a designated zone and maintains a focus list of individuals that engage regularly. (4) Outreach targets areas where least likely to access services reside & focuses on developing relationships. CoC employed 2.5 FTE mobile assessors to assist in engaging unsheltered individuals & those least likely to request assistance w/assessing & referring for placement thru CE, ensuring they do not have to go to specific location to receive 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	1,176	1,111	-65

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...	09/19/2019
1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners’ Preference.	No		
1C-4. PHA Administrative Plan Homeless Preference.	No	PHA Administratio...	09/19/2019
1C-7. Centralized or Coordinated Assessment System.	Yes	CE Assessment Tool	09/19/2019
1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.	Yes		
1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.	Yes		
1E-1.Public Posting–30-Day Local Competition Deadline.	Yes		
1E-1. Public Posting–Local Competition Announcement.	Yes		
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	State or Local Wo...	09/19/2019
3B-3. Summary of Racial Disparity Assessment.	Yes		
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:

Attachment Details

Document Description: PHA Administration Plan Preference

Attachment Details

Document Description: CE Assessment Tool

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: State or Local Workforce Agreement

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

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Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. Identification	09/13/2019
1B. Engagement	09/20/2019
1C. Coordination	09/20/2019
1D. Discharge Planning	No Input Required
1E. Local CoC Competition	09/20/2019
1F. DV Bonus	09/18/2019
2A. HMIS Implementation	09/20/2019
2B. PIT Count	09/20/2019
3A. System Performance	09/20/2019
3B. Performance and Strategic Planning	09/18/2019
4A. Mainstream Benefits and Additional Policies	09/18/2019
4B. Attachments	Please Complete

Submission Summary

No Input Required

2019 HDX Competition Report

PIT Count Data for PA-500 - Philadelphia CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count	6112	5693	5788	5735
Emergency Shelter Total	3656	3,275	3,420	3565
Safe Haven Total	77	84	235	247
Transitional Housing Total	1674	1,378	1,050	950
Total Sheltered Count	5407	4737	4705	4762
Total Unsheltered Count	705	956	1083	973

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	853	898	943	1304
Sheltered Count of Chronically Homeless Persons	451	424	516	808
Unsheltered Count of Chronically Homeless Persons	402	474	427	496

2019 HDX Competition Report

PIT Count Data for PA-500 - Philadelphia 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	885	825	744	663
Sheltered Count of Homeless Households with Children	885	824	744	663
Unsheltered Count of Homeless Households with Children	0	1	0	0

Homeless Veteran PIT Counts

	2011	2016	2017	2018	2019
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	353	293	244	239	250
Sheltered Count of Homeless Veterans	286	276	204	203	228
Unsheltered Count of Homeless Veterans	67	17	40	36	22

2019 HDX Competition Report
HIC Data for PA-500 - Philadelphia 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	3649	201	2875	83.38%
Safe Haven (SH) Beds	254	0	235	92.52%
Transitional Housing (TH) Beds	1129	82	935	89.30%
Rapid Re-Housing (RRH) Beds	1111	113	945	94.69%
Permanent Supportive Housing (PSH) Beds	4991	0	3581	71.75%
Other Permanent Housing (OPH) Beds	0	0	0	NA
Total Beds	11,134	396	8571	79.82%

2019 HDX Competition Report
HIC Data for PA-500 - Philadelphia 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	1389	1497	1520	1507

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	118	291	284	285

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	759	1179	1176	1111

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

Summary Report for PA-500 - Philadelphia 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	7867	10775	155	126	-29	97	53	-44
1.2 Persons in ES, SH, and TH	9502	12029	217	170	-47	142	73	-69

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")	8197	11118	284	373	89	156	179	23
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	9833	12381	335	417	82	202	217	15

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	2	0	0%	1	50%	0	0%	1	50%
Exit was from ES	825	44	5%	27	3%	45	5%	116	14%
Exit was from TH	858	38	4%	13	2%	20	2%	71	8%
Exit was from SH	46	4	9%	1	2%	2	4%	7	15%
Exit was from PH	449	10	2%	2	0%	20	4%	32	7%
TOTAL Returns to Homelessness	2180	96	4%	44	2%	87	4%	227	10%

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	5693	5788	95
Emergency Shelter Total	3275	3420	145
Safe Haven Total	84	235	151
Transitional Housing Total	1378	1050	-328
Total Sheltered Count	4737	4705	-32
Unsheltered Count	956	1083	127

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	9649	12100	2451
Emergency Shelter Total	7913	10575	2662
Safe Haven Total	214	559	345
Transitional Housing Total	2090	1677	-413

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)	2043	2496	453
Number of adults with increased earned income	193	190	-3
Percentage of adults who increased earned income	9%	8%	-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)	2043	2496	453
Number of adults with increased non-employment cash income	742	961	219
Percentage of adults who increased non-employment cash income	36%	39%	3%

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)	2043	2496	453
Number of adults with increased total income	878	1084	206
Percentage of adults who increased total income	43%	43%	0%

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)	470	1225	755
Number of adults who exited with increased earned income	101	327	226
Percentage of adults who increased earned income	21%	27%	6%

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)	470	1225	755
Number of adults who exited with increased non-employment cash income	150	309	159
Percentage of adults who increased non-employment cash income	32%	25%	-7%

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)	470	1225	755
Number of adults who exited with increased total income	231	557	326
Percentage of adults who increased total income	49%	45%	-4%

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.	6858	10418	3560
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.	1611	2209	598
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)	5247	8209	2962

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.	8339	11839	3500
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.	2591	3201	610
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.)	5748	8638	2890

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	220	2603	2383
Of persons above, those who exited to temporary & some institutional destinations	26	0	-26
Of the persons above, those who exited to permanent housing destinations	12	4	-8
% Successful exits	17%	0%	-17%

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	5815	9165	3350
Of the persons above, those who exited to permanent housing destinations	1981	2317	336
% Successful exits	34%	25%	-9%

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	4123	4023	-100
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	3981	3940	-41
% Successful exits/retention	97%	98%	1%

2019 HDX Competition Report FY2018 - SysPM Data Quality

PA-500 - Philadelphia 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	3581	3653	3537	3484	1859	1798	1480	1162	5808	6046	6179	4926	931	759	1123	1145				
2. Number of HMIS Beds	2832	2796	2459	2773	1663	1646	1261	1053	5139	5240	3453	3522	931	676	804	996				
3. HMIS Participation Rate from HIC (%)	79.08	76.54	69.52	79.59	89.46	91.55	85.20	90.62	88.48	86.67	55.88	71.50	100.00	89.06	71.59	86.99				
4. Unduplicated Persons Served (HMIS)	8426	8296	8120	11113	2713	2453	2086	1677	4961	4125	4265	4226	1252	1103	1867	2432	30	671	1280	2553
5. Total Leavers (HMIS)	6304	6133	5884	8247	1143	1231	1188	883	1359	433	468	468	621	532	649	1300	26	268	191	2502
6. Destination of Don't Know, Refused, or Missing (HMIS)	4779	3996	1607	3792	89	46	24	30	49	15	3	4	452	360	35	15	12	264	152	2498
7. Destination Error Rate (%)	75.81	65.16	27.31	45.98	7.79	3.74	2.02	3.40	3.61	3.46	0.64	0.85	72.79	67.67	5.39	1.15	46.15	98.51	79.58	99.84

2019 HDX Competition Report

Submission and Count Dates for PA-500 - Philadelphia CoC

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2019 PIT Count	1/23/2019	

Report Submission Date in HDX

	Submitted On	Met Deadline
2019 PIT Count Submittal Date	4/24/2019	Yes
2019 HIC Count Submittal Date	4/24/2019	Yes
2018 System PM Submittal Date	5/30/2019	Yes

CEA-BHRS Housing Assessment – Single Youth ages 18-24

HEAD OF HOUSEHOLD NAME: <small>Click or tap here to enter text.</small>	HEAD OF HOUSEHLD SSN: <small>Click or tap here to enter text.</small>
HEAD OF HOUSEHOLD DATE OF BIRTH: <small>Click or tap to enter a date.</small>	HEAD OF HOUSEHOLD HMIS CLIENT ID: <small>Click or tap here to enter text.</small>

PLEASE COMPLETE ONE PER HOUSEHOLD

Administration

Interviewer's Name <small>Click or tap here to enter text.</small>	Agency <small>Click or tap here to enter text.</small>	<input type="checkbox"/> Team <input type="checkbox"/> Staff <input type="checkbox"/> Volunteer
Survey Date <small>Click or tap to enter a date.</small>	Survey Time <small>Click or tap here to enter text.</small>	Survey Location <small>Click or tap here to enter text.</small>

Basic Information

In what language do you feel best able to express yourself? <small>Click or tap here to enter text.</small>
Date of Birth: <small>Click or tap to enter a date.</small>
Consent to Participate: <input type="checkbox"/> Yes <input type="checkbox"/> No

A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)

Shelters
 Transitional Housing
 Outdoors
 Couch Surfing
 Other (specify): _____
 Refused
2. How long has it been since you lived in permanent stable housing?

Click or tap here to enter text. (enter #)
 Days Refused
 Weeks
 Months
 Years
3. In the last three years, how many times have you been homeless?

Click or tap here to enter text. (enter #) Refused

CEA-BHRS Housing Assessment – Single Youth ages 18-24

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B. Risks

4. In the past six months, how many times have you...
 - a) Received health care at an emergency department/room?
 Click or tap here to enter text. Refused
 - b) Taken an ambulance to the hospital?
 Click or tap here to enter text. Refused
 - c) Been hospitalized as an inpatient?
 Click or tap here to enter text. Refused
 - d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines?
 Click or tap here to enter text. Refused
 - e) Talked to police because they witnessed a crime, where the victim of a crime, or the alleged perpetrator of a crime or because the police told them that they must move along?
 Click or tap here to enter text. Refused
 - f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offense, or anything in between?
 Click or tap here to enter text. Refused
5. Have you been attacked or beaten up since you've become homeless?
 Yes No Refused
6. Have you threatened to or tried to harm yourself or anyone else in the last year?
 Yes No Refused
7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live?
 Yes No Refused
8. Were you ever incarcerated when younger than age 18?
 Yes No Refused
9. Does anybody force or trick you to do things that you do not want to do?
 Yes No Refused
10. Do you ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that?
 Yes No Refused

CEA-BHRS Housing Assessment – Single Youth ages 18-24

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C. Socialization & Daily Functioning

11. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money?

 Yes No Refused
12. Do you get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that?

 Yes No Refused
13. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled?

 Yes No Refused
14. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that?

 Yes No Refused
15. Is your current lack of stable housing...
 - a) Because you ran away from your family home, a group home or a foster home?

 Yes No Refused
 - b) Because of a difference in religious or cultural beliefs from your parents, guardians or caregivers?

 Yes No Refused
 - c) Because your family or friends caused you to become homeless?

 Yes No Refused
 - d) Because of conflicts around gender identity or sexual orientation?

 Yes No Refused
 - e) Because of violence at home between family members?

 Yes No Refused
 - f) Because of an unhealthy or abusive relationship, either at home or elsewhere?

 Yes No Refused

D. Wellness

16. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health?

 Yes No Refused
17. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart?

 Yes No Refused
18. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you?

 Yes No Refused

CEA-BHRS Housing Assessment – Single Youth ages 18-24

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

19. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Yes No Refused
20. When you are sick or not feeling well, do you avoid getting medical help? Yes No Refused
21. Are you currently pregnant, have you ever been pregnant, or have you ever gotten someone pregnant? Yes No Refused
22. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past? Yes No Refused
23. Will drinking or drug use make it difficult for you to stay housed or afford your housing? Yes No Refused
24. If you've ever used marijuana, did you ever try it at age 12 or younger? Yes No Refused
25. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
- a) A mental health issue or concern? Yes No Refused
 - b) A past head injury? Yes No Refused
 - c) A learning disability, developmental disability, or other impairment? Yes No Refused
26. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? Yes No Refused
27. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? Yes No Refused
28. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication? Yes No Refused

CEA-BHRS Housing Assessment – Single Youth ages 18-24

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Flag VI-SPDAT Score

Would you like to flag the VI-SPDAT as incorrectly reflecting this client's needs? No
 Yes

If yes, please provide a description/reason for flagging this VI-SPDAT Score: Click or tap here to enter text.

INCOME AND SOURCES

Only record regular, recurrent sources that are current as of today (i.e. not terminated) for the **ENTIRE HOUSEHOLD**. Income from employment of a minor can be excluded from the household income.

Do any members of the household have any income from any source?

- Yes Client doesn't know
 No Client refused



[IF YES] Enter the monthly amount received based on current income. If unsure of the exact monthly amount, enter participant's best estimate.

	Type	Monthly amount from source		
<input type="checkbox"/>	Earned income (i.e., employment income)	\$.	
<input type="checkbox"/>	Unemployment Insurance	\$.	
<input type="checkbox"/>	Supplemental Security Income (SSI)	\$.	
<input type="checkbox"/>	Social Security Disability Income (SSDI)	\$.	
<input type="checkbox"/>	VA Service-Connected Disability Compensation	\$.	
<input type="checkbox"/>	VA Non-Service-Connected Disability Pension	\$.	
<input type="checkbox"/>	Private disability insurance	\$.	
<input type="checkbox"/>	Worker's Compensation	\$.	
<input type="checkbox"/>	Temporary Assistance for Needy Families (TANF)	\$.	
<input type="checkbox"/>	General Assistance (GA)	\$.	
<input type="checkbox"/>	Retirement Income from Social Security	\$.	
<input type="checkbox"/>	Pension or retirement income from a former job	\$.	
<input type="checkbox"/>	Child support	\$.	
<input type="checkbox"/>	Alimony or other spousal support	\$.	
<input type="checkbox"/>	Other source: _____	\$.	
	Total monthly income from all sources	\$.	

CEA-BHRS Housing Assessment – Single Youth ages 18-24

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Criminal Justice Involvement – Please indicate the household’s involvement with criminal justice

Is anyone in your household required to register with the Pennsylvania State Police as a sexual offender?
 Yes
 No
 No Response

If yes required to register as a sexual offender:

Which Tier Registered Under?
 Tier I – 15 Year Registration
 Tier II – 25 Year Registration
 Tier III – Lifetime Registration

Are there restrictions on where they can live?
 Yes
 No
 No Response

If yes, please explain: Click or tap here to enter text.

Are there restrictions on who they may have contact with?
 Yes
 No
 No Response

If yes, please explain: Click or tap here to enter text.

Has anyone in your household been convicted of the production of methamphetamine on federally assisted housing property?
 Yes
 No
 No Response

CEA-BHRS Housing Assessment – Single Youth ages 18-24

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Past Debts/Arrears – Please indicate the household’s past debts/arrears.

Does anyone in your household have any past debt/arrears with PHA, PECO, PGW, or other landlords?

 Yes
 No
 No Response

If household has past debts/arrears, please enter information below

Type of Arrear	Amount of Arrear	Payment Arrangement?	Paid In Full?	Date Paid
<input type="checkbox"/> PHA	\$ Click or tap here to enter text.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap to enter a date.
<input type="checkbox"/> PECO	\$ Click or tap here to enter text.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap to enter a date.
<input type="checkbox"/> PGW	\$ Click or tap here to enter text.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap to enter a date.
<input type="checkbox"/> Other (Landlord)	\$ Click or tap here to enter text.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap to enter a date.
<input type="checkbox"/> Other (Landlord)	\$ Click or tap here to enter text.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap to enter a date.

CEA-BHRS Housing Assessment – Single Youth ages 18-24

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

HOUSING NEEDS AND PREFERENCES

Program Preferences

- Are you interested in living in a building where others around you are sober and the program requires sobriety of all tenants?
- Yes
 No
 No Response
- Are you interested in a housing program that has services that specifically support domestic violence survivors?
- Yes
 No
 No Response
- Are you interested in a housing program specifically for people with HIV or AIDS?
- Yes
 No
 No Response
- Are you interested in a housing program that has services that specifically support people between the ages of 18-24?
- Yes
 No
 No Response
- What is your sexual orientation?
- Heterosexual
 Gay
 Lesbian
 Bisexual
 Questioning/Unsure
 Client Doesn't Know
 Client Refused
- Are you interested in a housing program specifically for youth who identify as LGBTQI?
- Yes
 No
 No Response

CEA-BHRS Housing Assessment – Single Youth ages 18-24

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Location

Are there any areas in Philadelphia where it is not safe for you to live?

Yes
 No
 No Response

If yes, please list unsafe areas: Click or tap here to enter text.

Are there any areas in Philadelphia where you would prefer to live?

Yes
 No
 No Response

If yes, please list preferred neighborhood(s): Click or tap here to enter text.

Pets

Do you have a pet?

Yes
 No
 No Response

If yes, is your pet a certified service animal or emotional support animal?

Yes, Certified Service Animal
 Yes, Emotional Support Animal
 No

CEA-BHRS Housing Assessment – Single Youth ages 18-24

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Accessibility Needs

Does anyone in your household require the following accommodations:

Wheelchair Accessible Entrance: Yes

No

Wheelchair Accessible Bathrooms: Yes

No

First Floor Unit: Yes

No

Elevator: Yes

No

Other: Yes

No

Household Composition

- Single youth female (18-24, no other household members)
- Single youth male (18-24, no other household members)
- Single adult female (25+, no other adult members)
- Single adult male (25+, no other adult members)
- Youth couple (both persons are 18-24, shared bedroom)
- Adult couple (both persons are 25+, shared bedroom)
- Household with children – Youth HoH (HoH is between 18-24)
- Household with children – Adult HoH (HoH is 25+)
- Mixed age couple – one adult is over 25 and one adult is 25 or under

CEA-BHRS Housing Assessment – Single Youth ages 18-24

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Bedrooms Defined – The bedroom standards are as follows:

- A separate bedroom for head of household
- An adult (18+) who is unrelated to others in the household (not child of HoH, not spouse/partner) gets their own bedroom
- If spouse/partner of HoH is part of the household, they do NOT get separate bedroom
- Minor children of the same gender share bedrooms as follows: 2 per bedroom, regardless of difference in age
- An adult (18+) and a child of the same gender (who are both children of the HoH) OR two adults (18+) who are both children of the HoH share bedrooms as follows:
 - Share bedroom is not more than 10 years apart in age
 - Separate bedrooms if more than 10 years apart

Number of Bedrooms Needed:

<input type="checkbox"/> 1-bedroom unit /Studio/Efficiency	Are you interested in living in a Single Room Occupancy (SRO) unit?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
	Are you interested in living in a Studio/Efficiency?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
<input type="checkbox"/> 2-bedroom unit <input type="checkbox"/> 3-bedroom unit <input type="checkbox"/> 4-bedroom unit <input type="checkbox"/> 5-bedroom unit <input type="checkbox"/> 6-bedroom unit <input type="checkbox"/> 7-bedroom unit		

Primary Contact for Housing Assessment

Please enter the Name and contact information of the person who is working with this household

Name of Referring Agency: [Click or tap here to enter text.](#)

Primary Contact Name: [Click or tap here to enter text.](#)

Contact Phone: [Click or tap here to enter text.](#)

Contact Email: [Click or tap here to enter text.](#)

CEA-BHRS Housing Assessment – Adults ages 25+

HEAD OF HOUSEHOLD NAME: <small>Click or tap here to enter text.</small>	HEAD OF HOUSEHLD SSN: <small>Click or tap here to enter text.</small>
HEAD OF HOUSEHOLD DATE OF BIRTH: <small>Click or tap to enter a date.</small>	HEAD OF HOUSEHOLD HMIS CLIENT ID: <small>Click or tap here to enter text.</small>

PLEASE COMPLETE ONE PER HOUSEHOLD

Administration

Interviewer's Name

Click or tap here to enter text.

Agency

Click or tap here to enter text.

- Team
- Staff
- Volunteer

Survey Date

Click or tap to enter a date.

Survey Time

Click or tap here to enter text.

Survey Location

Click or tap here to enter text.

Basic Information

HMIS CLIENT ID#: Click or tap here to enter text.

In what language do you feel best able to express yourself? Click or tap here to enter text.

Date of Birth:

Click or tap to enter a date.

Consent to Participate:

- Yes
- No

A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)

- Shelters
- Transitional Housing
- Outdoors
- Other (specify): _____
- Refused

2. How long has it been since you lived in permanent stable housing?

Years:
Click or tap here to enter text.

Months:
Click or tap here to enter text.

Refused

3. In the last three years, how many times have you been homeless?

Click or tap here to enter text.

Refused

CEA-BHRS Housing Assessment – Adults ages 25+

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

B. Risks

4. In the past six months, how many times have you...
- g) Received health care at an emergency department/room?
 Click or tap here to enter text. Refused
 - h) Taken an ambulance to the hospital?
 Click or tap here to enter text. Refused
 - i) Been hospitalized as an inpatient?
 Click or tap here to enter text. Refused
 - j) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines?
 Click or tap here to enter text. Refused
 - k) Talked to police because they witnessed a crime, where the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along?
 Click or tap here to enter text. Refused
 - l) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offense, or anything in between?
 Click or tap here to enter text. Refused
5. Have you been attacked or beaten up since you've become homeless?
 Yes No Refused
6. Have you threatened to or tried to harm yourself or anyone else in the last year?
 Yes No Refused
7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live?
 Yes No Refused
8. Does anybody force or trick you to do things that you do not want to do?
 Yes No Refused
9. Do you ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that?
 Yes No Refused

CEA-BHRS Housing Assessment – Adults ages 25+

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

C. Socialization & Daily Functioning

10. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money?

 Yes No Refused
11. Do you get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that?

 Yes No Refused
12. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled?

 Yes No Refused
13. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that?

 Yes No Refused
14. Is your current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused you to become evicted?

 Yes No Refused

D. Wellness

15. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health?

 Yes No Refused
16. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart?

 Yes No Refused
17. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you?

 Yes No Refused
18. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help?

 Yes No Refused
19. When you are sick or not feeling well, do you avoid getting medical help?

 Yes No Refused
20. **FOR FEMALE RESPONDENTS ONLY:** Are you currently pregnant?

 Yes No N/A or Refused
21. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past?

 Yes No Refused

CEA-BHRS Housing Assessment – Adults ages 25+

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

22. Will drinking or drug use make it difficult for you to stay housed or afford your housing? Yes No Refused
23. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
- d) A mental health issue or concern? Yes No Refused
 - e) A past head injury? Yes No Refused
 - f) A learning disability, developmental disability, or other impairment? Yes No Refused
24. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? Yes No Refused
25. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? Yes No Refused
26. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication? Yes No Refused
27. **YES OR NO:** Has your current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you have experienced? Yes No Refused

Flag VI-SPDAT Score

Would you like to flag the VI-SPDAT as incorrectly reflecting this client's needs?

- No
 Yes

If yes, please provide a description/reason for flagging this VI-SPDAT Score:

CEA-BHRS Housing Assessment – Adults ages 25+

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

INCOME AND SOURCES

Only record regular, recurrent sources that are current as of today (i.e. not terminated) for the **ENTIRE HOUSEHOLD**. Income from employment of a minor can be excluded from the household income.

Do any members of the household have any income from any source?

- Yes
 Client doesn't know
 No
 Client refused



[IF YES] Enter the monthly amount received based on current income. If unsure of the exact monthly amount, enter participant's best estimate.

	Type	Monthly amount from source		
<input type="checkbox"/>	Earned income (i.e., employment income)	\$.	
<input type="checkbox"/>	Unemployment Insurance	\$.	
<input type="checkbox"/>	Supplemental Security Income (SSI)	\$.	
<input type="checkbox"/>	Social Security Disability Income (SSDI)	\$.	
<input type="checkbox"/>	VA Service-Connected Disability Compensation	\$.	
<input type="checkbox"/>	VA Non-Service-Connected Disability Pension	\$.	
<input type="checkbox"/>	Private disability insurance	\$.	
<input type="checkbox"/>	Worker's Compensation	\$.	
<input type="checkbox"/>	Temporary Assistance for Needy Families (TANF)	\$.	
<input type="checkbox"/>	General Assistance (GA)	\$.	
<input type="checkbox"/>	Retirement Income from Social Security	\$.	
<input type="checkbox"/>	Pension or retirement income from a former job	\$.	
<input type="checkbox"/>	Child support	\$.	
<input type="checkbox"/>	Alimony or other spousal support	\$.	
<input type="checkbox"/>	Other source: _____	\$.	
	Total monthly income from all sources	\$.	

CEA-BHRS Housing Assessment – Adults ages 25+

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

NON-CASH BENEFITS

Only record regular, recurrent sources that are current as of today (not terminated) for the **ENTIRE HOUSEHOLD**.

Does any member of the household have any non-cash benefits from any source?

- Yes Client doesn't know
 No Client refused



[IF YES] Answer 'Yes' for each non-cash benefit source.

Yes	Source of non-cash benefit
<input type="checkbox"/>	Supplemental Nutrition Assistance Program (SNAP) (Food Stamps)
<input type="checkbox"/>	Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
<input type="checkbox"/>	TANF Child Care services
<input type="checkbox"/>	TANF transportation services
<input type="checkbox"/>	Other TANF-Funded Services
<input type="checkbox"/>	Other source: _____

CEA-BHRS Housing Assessment – Adults ages 25+

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

ELIGIBILITY SCREENING

The following questions are not intended to exclude anyone from housing. These are just questions to get a better idea of what kind of housing might be right for you.

- Is anyone in your household fleeing domestic violence?
- Yes
 No
 No Response

DHS Services – Please indicate the household’s activity with DHS

- Does the household currently have active services with DHS?
- Yes
 No
 No Response

Criminal Justice Involvement – Please indicate the household’s involvement with criminal justice

- Is anyone in your household required to register with the Pennsylvania State Police as a sexual offender?
- Yes
 No
 No Response

If yes required to register as a sexual offender:

- Which Tier Registered Under?
- Tier I – 15 Year Registration
 Tier II – 25 Year Registration
 Tier III – Lifetime Registration

- Are there restrictions on where you can live?
- Yes
 No
 No Response

If yes, please explain: Click or tap here to enter text.

- Are there restrictions on who they may have contact with?
- Yes
 No
 No Response

If yes, please explain: Click or tap here to enter text.

- Has anyone in your household been convicted of the production of methamphetamine on federally assisted housing property?
- Yes
 No
 No Response

CEA-BHRS Housing Assessment – Adults ages 25+

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

HOUSING NEEDS AND PREFERENCES

Program Preferences

Are you interested in living in a building where others around you are sober and the program requires sobriety of all tenants?

Yes
 No
 No Response

Are you interested in a housing program that has services that specifically support domestic violence survivors?

Yes
 No
 No Response

Are you interested in a housing program specifically for people with HIV or AIDS?

Yes
 No
 No Response

Location

Are there any areas in Philadelphia where it is not safe for you to live?

Yes
 No
 No Response

If yes, please list unsafe areas:

Click or tap here to enter text.

Are there any areas in Philadelphia where you would prefer to live?

Yes
 No
 No Response

If yes, please list preferred neighborhood(s):

Click or tap here to enter text.

Pets

Do you have a pet?

Yes
 No
 No Response

If yes, is your pet a certified service animal or emotional support animal?

Yes, Certified Service Animal
 Yes, Emotional Support Animal
 No

CEA-BHRS Housing Assessment – Adults ages 25+

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Accessibility Needs

Does anyone in your household require the following accommodations:

Wheelchair Accessible Entrance: Yes
 No

Wheelchair Accessible Bathrooms: Yes
 No

First Floor Unit: Yes
 No

Elevator: Yes
 No

Other: Yes
 No

Household Composition

- Single youth female (18-24, no other household members)
- Single youth male (18-24, no other household members)
- Single adult female (25+, no other adult members)
- Single adult male (25+, no other adult members)
- Youth couple (both persons are 18-24, shared bedroom)
- Adult couple (both persons are 25+, shared bedroom)
- Household with children – Youth HoH (HoH is between 18-24)
- Household with children – Adult HoH (HoH is 25+)
- Mixed age couple – one adult is over 25 and one adult is 25 or under

CEA-BHRS Housing Assessment – Adults ages 25+

HEAD OF HOUSEHOLD NAME: <small>Click or tap here to enter text.</small>	HEAD OF HOUSEHLD SSN: <small>Click or tap here to enter text.</small>
HEAD OF HOUSEHOLD DATE OF BIRTH: <small>Click or tap to enter a date.</small>	HEAD OF HOUSEHOLD HMIS CLIENT ID: <small>Click or tap here to enter text.</small>

Bedrooms Defined – The bedroom standards are as follows:

- A separate bedroom for head of household
- An adult (18+) who is unrelated to others in the household (not child of HoH, not spouse/partner) gets their own bedroom
- If spouse/partner of HoH is part of the household, they do NOT get separate bedroom
- Minor children of the same gender share bedrooms as follows: 2 per bedroom, regardless of difference in age
- An adult (18+) and a child of the same gender (who are both children of the HoH) OR two adults (18+) who are both children of the HoH share bedrooms as follows:
 - Share bedroom is not more than 10 years apart in age
 - Separate bedrooms if more than 10 years apart

Number of Bedrooms Needed:

- | | | |
|--|---|---|
| <input type="checkbox"/> 1-bedroom unit /Studio/Efficiency | Are you interested in living in a Single Room Occupancy (SRO) unit? | <input type="checkbox"/> Yes
<input type="checkbox"/> No
<input type="checkbox"/> Maybe |
| Are you interested in living in a Studio/Efficiency? | | <input type="checkbox"/> Yes
<input type="checkbox"/> No
<input type="checkbox"/> Maybe |
| <input type="checkbox"/> 2-bedroom unit | | |
| <input type="checkbox"/> 3-bedroom unit | | |
| <input type="checkbox"/> 4-bedroom unit | | |
| <input type="checkbox"/> 5-bedroom unit | | |
| <input type="checkbox"/> 6-bedroom unit | | |
| <input type="checkbox"/> 7-bedroom unit | | |

Primary Contact for Housing Assessment

Please enter the Name and contact information of the person who is working with this household

Name of Referring Agency: [Click or tap here to enter text.](#)

Primary Contact Name: [Click or tap here to enter text.](#)

Contact Phone: [Click or tap here to enter text.](#)

Contact Email: [Click or tap here to enter text.](#)

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

PLEASE COMPLETE ONE PER HOUSEHOLD

Administration

Interviewer's Name

[Click or tap here to enter text.](#)

Agency

[Click or tap here to enter text.](#)

Team

Staff

Volunteer

Survey Date

[Click or tap to enter a date.](#)

Survey Time

[Click or tap here to enter text.](#)

Survey Location

[Click or tap here to enter text.](#)

Basic Information

PARENT 1

HMIS CLIENT ID#: [Click or tap here to enter text.](#)

In what language do you feel best able to express yourself? [Click or tap here to enter text.](#)

Date of Birth:

[Click or tap to enter a date.](#)

Consent to Participate:

Yes

No

No second parent currently part of the household

PARENT 2

HMIS CLIENT ID#: [Click or tap here to enter text.](#)

In what language do you feel best able to express yourself? [Click or tap here to enter text.](#)

Date of Birth:

[Click or tap to enter a date.](#)

Consent to Participate:

Yes

No

Children

- How many children under the age of 18 are currently with you? [Click or tap here to enter text.](#) Refused
- How many children under the age of 18 are not currently with your family, but you have reason to believe they will be joining you when you get housed? [Click or tap here to enter text.](#) Refused
- IF HOUSEHOLD INCLUDES A FEMALE:** Is any member of the family currently pregnant? Yes No Refused

Please provide a list of children's HMIS Client ID# and DOB:

HMIS CLIENT ID#:

[Click or tap here to enter text.](#)

[Click or tap here to enter text.](#)

[Click or tap here to enter text.](#)

[Click or tap here to enter text.](#)

[Click or tap here to enter text.](#)

[Click or tap here to enter text.](#)

Date of Birth:

[Click or tap to enter a date.](#)

[Click or tap to enter a date.](#)

[Click or tap to enter a date.](#)

[Click or tap to enter a date.](#)

[Click or tap to enter a date.](#)

[Click or tap to enter a date.](#)

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

A. History of Housing and Homelessness

5. Where do you and your family sleep most frequently? (check one)
- Shelters
 - Transitional Housing
 - Outdoors
 - Other (specify): _____
 - Refused
6. How long has it been since you and your family lived in permanent stable housing?
- # Years: Click or tap here to enter text. # Months: Click or tap here to enter text. Refused
7. In the last three years, how many times have you and your family been homeless? Click or tap here to enter text. Refused

B. Risks

8. In the past six months, how many times have you or anyone in your family...
- m) Received health care at an emergency department/room? Click or tap here to enter text. Refused
 - n) Taken an ambulance to the hospital? Click or tap here to enter text. Refused
 - o) Been hospitalized as an inpatient? Click or tap here to enter text. Refused
 - p) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? Click or tap here to enter text. Refused
 - q) Talked to police because they witnessed a crime, where the victim of a crime, or the alleged perpetrator of a crime or because the police told them that they must move along? Click or tap here to enter text. Refused
 - r) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offense, or anything in between? Click or tap here to enter text. Refused
9. Have you or anyone in your family been attacked or beaten up since they've become homeless? Yes No Refused

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: <small>Click or tap here to enter text.</small>	HEAD OF HOUSEHLD SSN: <small>Click or tap here to enter text.</small>
HEAD OF HOUSEHOLD DATE OF BIRTH: <small>Click or tap to enter a date.</small>	HEAD OF HOUSEHOLD HMIS CLIENT ID: <small>Click or tap here to enter text.</small>

- 10. Have you or anyone in your family threatened to or tried to harm themselves or anyone else in the last year? Yes No Refused
- 11. Do you or anyone in your family have any legal stuff going on right now that may result in them being locked up, having to pay fines, or that make it more difficult to rent a place to live? Yes No Refused
- 12. Does anybody force or trick you or anyone in your family to do things that you do not want to do? Yes No Refused
- 13. Do you or anyone in your family ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that? Yes No Refused

C. Socialization & Daily Functioning

- 14. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you or anyone in your family owe them money? Yes No Refused
- 15. Do you or anyone in your family get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? Yes No Refused
- 16. Does everyone in your family have planned activities, other than just surviving, that make them feel happy and fulfilled? Yes No Refused
- 17. Is everyone in your family currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Yes No Refused
- 18. Is your family's current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused your family to become evicted? Yes No Refused

D. Wellness

- 19. Has your family ever had to leave an apartment, shelter program, or other place you were staying because of the physical health of you or anyone in your family? Yes No Refused
- 20. Do you or anyone in your family have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Yes No Refused

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: <small>Click or tap here to enter text.</small>	HEAD OF HOUSEHLD SSN: <small>Click or tap here to enter text.</small>
HEAD OF HOUSEHOLD DATE OF BIRTH: <small>Click or tap to enter a date.</small>	HEAD OF HOUSEHOLD HMIS CLIENT ID: <small>Click or tap here to enter text.</small>

21. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you or anyone in your family? Yes No Refused
22. Does anyone in your family have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Yes No Refused
23. When someone in your family is sick or not feeling well, does your family avoid getting medical help? Yes No Refused
24. Has drinking or drug use by you or anyone in your family led your family to being kicked out of an apartment or program where you were staying in the past? Yes No Refused
25. Will drinking or drug use make it difficult for your family to stay housed or afford your housing? Yes No Refused
26. Has your family ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
- g) A mental health issue or concern? Yes No Refused
 - h) A past head injury? Yes No Refused
 - i) A learning disability, developmental disability, or other impairment? Yes No Refused
27. Do you or anyone in your family have any mental health or brain issues that would make it hard for your family to live independently because help would be needed? Yes No Refused
28. *IF THE FAMILY SCORED 1 EACH FOR PHYSICAL HEALTH, SUBSTANCE USE, AND MENTAL HEALTH:* Does any single member of your household have a medical condition, mental health concerns, **and** experience with problematic substance use? Yes No Refused
29. Are there any medications that a doctor said you or anyone in your family should be taking that, for whatever reason, they are not taking? Yes No Refused
30. Are there any medications like painkillers that you or anyone in your family don't take the way the doctor prescribed or where they sell the medication? Yes No Refused

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

31. **YES OR NO:** Has your family’s current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you or anyone in your family have experienced? Yes No Refused

E. Family Unit

32. Are there any children that have been removed from the family by a child protection service within the last 180 days? Yes No Refused

33. Do you have any family legal issues that are being resolved in court or need to be resolved in court that would impact your housing or who may live within your housing? Yes No Refused

34. In the last 180 days have any children lived with family or friends because of your homelessness or housing situation? Yes No Refused

35. Has any child in the family experienced abuse or trauma in the last 180 days? Yes No N/A or Refused

36. **IF THERE ARE SCHOOL-AGED CHILDREN:** Do your children attend school more often than not each week? Yes No Refused

37. Have the members of your family changed in the last 180 days, due to things like divorce, your kids coming back to live with you, someone leaving for military service or incarceration, a relative moving in, or anything like that? Yes No Refused

38. Do you anticipate any other adults or children coming to live with you within the first 180 days of being housed? Yes No Refused

39. Do you have two or more planned activities each week as a family such as outings to the park, going to the library, visiting other family, watching a family movie, or anything like that? Yes No Refused

40. After school, or on weekends or days when there isn’t school, is the total time children spend each day where there is no interaction with you or another responsible adult...

a) 3 or more hours per day for children aged 13 or older? Yes No Refused

b) 2 or more hours per day for children aged 12 or younger? Yes No Refused

41. **IF THERE ARE CHILDREN BOTH 12 AND UNDER & 13 AND OVER:** Do your older kids spend 2 or more hours on a typical day helping their younger sibling(s) with things like getting ready for school, helping with homework, making them dinner, bathing them, or anything like that Yes No N/A or Refused

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Flag VI-SPDAT Score

Would you like to flag the VI-SPDAT as incorrectly reflecting this client's needs?

- No
 Yes

If yes, please provide a description/reason for flagging this VI-SPDAT Score:

INCOME AND SOURCES

Only record regular, recurrent sources that are current as of today (i.e. not terminated) for the **ENTIRE HOUSEHOLD**. Income from employment of a minor can be excluded from the household income.

Do any members of the household have any income from any source?

- Yes Client doesn't know
 No Client refused



[IF YES] Enter the monthly amount received based on current income. If unsure of the exact monthly amount, enter participant's best estimate.

Type	Monthly amount from source		
<input type="checkbox"/> Earned income (i.e., employment income)	\$.	
<input type="checkbox"/> Unemployment Insurance	\$.	
<input type="checkbox"/> Supplemental Security Income (SSI)	\$.	
<input type="checkbox"/> Social Security Disability Income (SSDI)	\$.	
<input type="checkbox"/> VA Service-Connected Disability Compensation	\$.	
<input type="checkbox"/> VA Non-Service-Connected Disability Pension	\$.	
<input type="checkbox"/> Private disability insurance	\$.	
<input type="checkbox"/> Worker's Compensation	\$.	
<input type="checkbox"/> Temporary Assistance for Needy Families (TANF)	\$.	
<input type="checkbox"/> General Assistance (GA)	\$.	
<input type="checkbox"/> Retirement Income from Social Security	\$.	
<input type="checkbox"/> Pension or retirement income from a former job	\$.	
<input type="checkbox"/> Child support	\$.	
<input type="checkbox"/> Alimony or other spousal support	\$.	
<input type="checkbox"/> Other source: _____	\$.	
Total monthly income from all sources	\$.	

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

NON-CASH BENEFITS

Only record regular, recurrent sources that are current as of today (not terminated) for the **ENTIRE HOUSEHOLD**.

Does any member of the household have any non-cash benefits from any source?

- Yes Client doesn't know
 No Client refused



[IF YES] Answer 'Yes' for each non-cash benefit source.

Yes	Source of non-cash benefit
<input type="checkbox"/>	Supplemental Nutrition Assistance Program (SNAP) (Food Stamps)
<input type="checkbox"/>	Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
<input type="checkbox"/>	TANF Child Care services
<input type="checkbox"/>	TANF transportation services
<input type="checkbox"/>	Other TANF-Funded Services
<input type="checkbox"/>	Other source: _____

ELIGIBILITY SCREENING

The following questions are not intended to exclude anyone from housing. These are just questions to get a better idea of what kind of housing might be right for you.

- Is anyone in your household fleeing domestic violence?
- Yes
 No
 No Response

DHS Services – Please indicate the household's activity with DHS

- Does the household currently have active services with DHS?
- Yes
 No
 No Response

- If HoH is between 18-24 years old – Was the head of household in Out of Home Care through DHS after their 14th birthday?
- Yes
 No
 No Response

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: <small>Click or tap here to enter text.</small>	HEAD OF HOUSEHLD SSN: <small>Click or tap here to enter text.</small>
HEAD OF HOUSEHOLD DATE OF BIRTH: <small>Click or tap to enter a date.</small>	HEAD OF HOUSEHOLD HMIS CLIENT ID: <small>Click or tap here to enter text.</small>

Criminal Justice Involvement – Please indicate the household’s involvement with criminal justice

Is anyone in your household required to register with the Pennsylvania State Police as a sexual offender?
 Yes
 No
 No Response

If yes required to register as a sexual offender:
Which Tier Registered Under?

- Tier I – 15 Year Registration
- Tier II – 25 Year Registration
- Tier III – Lifetime Registration

Are there restrictions on where they can live?
 Yes
 No
 No Response

If yes, please explain: Click or tap here to enter text.

Are there restrictions on who they may have contact with?
 Yes
 No
 No Response

If yes, please explain: Click or tap here to enter text.

Has anyone in your household been convicted of the production of methamphetamine on federally assisted housing property?
 Yes
 No
 No Response

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Past Debts/Arrears – Please indicate the household’s past debts/arrears.

Does anyone in your household have any past debt/arrears with PHA, PECO, PGW, or other landlords?

 Yes
 No
 No Response

If household has past debts/arrears, please enter information below

Type of Arrear	Amount of Arrear	Payment Arrangement?	Paid In Full?	Date Paid
<input type="checkbox"/> PHA	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> PECO	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> PGW	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> Other (Landlord)	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> Other (Landlord)	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No	

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

HOUSING NEEDS AND PREFERENCES

Program Preferences

Are you interested in living in a building where others around you are sober and the program requires sobriety of all tenants?

Yes
 No
 No Response

Are you interested in a housing program that has services that specifically support domestic violence survivors?

Yes
 No
 No Response

Are you interested in a housing program specifically for people with HIV or AIDS?

Yes
 No
 No Response

If HoH is between 18-24 years old:

Are you interested in a housing program that has services that specifically support people between the ages of 18-24?

Yes
 No
 No Response

What is your sexual orientation?

Heterosexual
 Gay
 Lesbian
 Bisexual
 Questioning/Unsure
 Client Doesn't Know
 Client Refused

Are you interested in a housing program specifically for youth who identify as LGBTQI?

Yes
 No
 No Response

CEA-BHRS Housing Assessment – Households with Children

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Location

- Are there any areas in Philadelphia where it is not safe for you to live?
- Yes
- No
- No Response

If yes, please list unsafe areas: Click or tap here to enter text.

- Are there any areas in Philadelphia where you would prefer to live?
- Yes
- No
- No Response

If yes, please list preferred neighborhood(s): Click or tap here to enter text.

Pets

- Do you have a pet?
- Yes
- No
- No Response

- If yes, is your pet a certified service animal or emotional support animal?
- Yes, Certified Service Animal
- Yes, Emotional Support Animal
- No

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Accessibility Needs

Does anyone in your household require the following accommodations:

Wheelchair Accessible Entrance: Yes
 No

Wheelchair Accessible Bathrooms: Yes
 No

First Floor Unit: Yes
 No

Elevator: Yes
 No

Other: Yes
 No

Household Composition

- Single youth female (18-24, no other household members)
- Single youth male (18-24, no other household members)
- Single adult female (25+, no other adult members)
- Single adult male (25+, no other adult members)
- Youth couple (both persons are 18-24, shared bedroom)
- Adult couple (both persons are 25+, shared bedroom)
- Household with children – Youth HoH (HoH is between 18-24)
- Household with children – Adult HoH (HoH is 25+)
- Mixed age couple – one adult is over 25 and one adult is 25 or under

CEA-BHRS Housing Assessment – Households with Children

HEAD OF HOUSEHOLD NAME: Click or tap here to enter text.	HEAD OF HOUSEHLD SSN: Click or tap here to enter text.
HEAD OF HOUSEHOLD DATE OF BIRTH: Click or tap to enter a date.	HEAD OF HOUSEHOLD HMIS CLIENT ID: Click or tap here to enter text.

Bedrooms Defined – The bedroom standards are as follows:

- A separate bedroom for head of household
- An adult (18+) who is unrelated to others in the household (not child of HoH, not spouse/partner) gets their own bedroom
- If spouse/partner of HoH is part of the household, they do NOT get separate bedroom
- Minor children of the same gender share bedrooms as follows: 2 per bedroom, regardless of difference in age
- An adult (18+) and a child of the same gender (who are both children of the HoH) OR two adults (18+) who are both children of the HoH share bedrooms as follows:
 - Share bedroom is not more than 10 years apart in age
 - Separate bedrooms if more than 10 years apart

Number of Bedrooms Needed:

<input type="checkbox"/> 1-bedroom unit /Studio/Efficiency	Are you interested in living in a Single Room Occupancy (SRO) unit?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
	Are you interested in living in a Studio/Efficiency?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
<input type="checkbox"/> 2-bedroom unit <input type="checkbox"/> 3-bedroom unit <input type="checkbox"/> 4-bedroom unit <input type="checkbox"/> 5-bedroom unit <input type="checkbox"/> 6-bedroom unit <input type="checkbox"/> 7-bedroom unit		

Primary Contact for Housing Assessment

Please enter the Name and contact information of the person who is working with this household

Name of Referring Agency: [Click or tap here to enter text.](#)

Primary Contact Name: [Click or tap here to enter text.](#)

Contact Phone: [Click or tap here to enter text.](#)

Contact Email: [Click or tap here to enter text.](#)

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF PHILADELPHIA, OFFICE OF HOMELESS SERVICES
AND
PHILADELPHIA WORKS, INC.**

This MOU is made this 21st day of May 2018, by and between the **CITY OF PHILADELPHIA, OFFICE OF HOMELESS SERVICES, ("City" or "OHS")**, located at 1401 JFK Boulevard, 10th Floor Philadelphia, PA 19102 and **PHILADELPHIA WORKS INC. ("PWI")** located at 1617 JFK Boulevard, 13th Floor, Philadelphia, PA 19103.

A. Purpose

PWI and the OHS hereby agree to work cooperatively within the framework of Memorandum of Understanding ("MOU") to promote employment services to Philadelphians experiencing homelessness and housing insecurity.

OHS provides the leadership, coordination, planning and mobilization of resources to make homelessness rare, brief and non-recurring in the City of Philadelphia. Philadelphia Works oversees employment and training services in Philadelphia county and manages the four PA CareerLink® Philadelphia centers.

An underlying premise of this partnership the collocation of employment services provided in a trauma-informed space and manner at the City's Apple tree Homeless Resource Center (the "Facility"). The benefits will include improved employment outcomes and increased housing security resulting in improved quality of life for the City's residents facing homelessness and housing insecurity.

B. Background

Pursuant to the Workforce Innovation and Opportunity Act, P.L. No. 113-128 (WIOA) Section 121(c), this MOU details the understanding of the Parties regarding the services to be provided for the PA CareerLink® Philadelphia system at the Facility.

C. Partnership Commitment

PWI and OHS agree to abide by the terms of this MOU and to support this project by promoting system integration to the maximum extent feasible through:

- Effective communication, joint planning, policy development and system design processes;
- Commitment to shared mission, vision, goals, strategies and performance measures;
- The design and use of common and/or complementary intake, assessment, referral, and case management processes;
- Leveraging of resources, including other public agency and non-profit organization services;
- Participation in a continuous improvement process designed to boost outcomes and increase customer satisfaction; and
- Participation in regularly scheduled meetings with PWI to exchange information in support of the above and encourage program and staff integration.

D. Term

This MOU is entered on May 1, 2018 and shall remain in effect for three years, terminating on June 30, 2021 (the "Term"). Any party may withdraw from this MOU by giving written notice of intent to withdraw at least ninety calendar days before the effective withdrawal date. Notice of withdrawal shall be given to all parties on the project contact list. This MOU can terminate by repeal of WIOA.

E. Roles and Responsibilities of Parties

PWI will:

- Purchase equipment, furnishings, and furniture for a Career Resource Center located on the 3rd Floor of the Facility.
- Purchase and install computers, printers, cabling, wiring, smartboards and WIFI network.
- Provide ongoing IT support for hardware/software at Career Resource Center.
- Fund an Employment Advisor to be located at Career Resource Center who will:
 - Provide opportunity, guidance and support to job seekers experiencing homelessness or housing insecurity.
 - Offer intensive job search assistance through both individualized and peer supported mediums.
 - Utilize Product Box Services.
 - Coordinate with PA CareerLink® Philadelphia centers.
 - Provide functional supervision of all staff at center.
- Fund an Employment Coordinator to be located at Career Resource Center who will:
 - Provide coordination between the PA CareerLink® Philadelphia centers and partner organizations, including the Mayor's Office of Community Empowerment and Opportunity, to develop an effective referral system and an integrated workforce development system for individuals experiencing homelessness or housing insecurity.
 - Provide leadership and supervision to Employment Specialist and other staff.
 - Develop innovative job search support services tailored to individuals experiencing homelessness or housing insecurity.

Personnel utilized by PWI under this MOU, including but not limited to, the Employment Advisor and the Employment Coordination are PWI employees ("Employees" or "Employee"). PWI and its Employees are not employed by the City, but act independently. Neither PWI nor its agents, Employees or subcontractors shall in any way represent that they are acting as employees, officials or agents of the City.

OHS will:

- Provide sole use, without cost, of the Bright Spaces space located on 3rd floor.
- Provide an orientation to Career Resource Center staff on the OHS system, unique challenges in the workforce for individuals experiencing homelessness or housing insecurity and best practices for supporting job seekers with this barrier.
- Participate in the development of a referral system.

F. Indemnification and Release

a. PWI shall indemnify, defend and hold harmless the City, its officers, employees, and agents from and against any and all losses, claims, costs (including litigation costs and counsel fees), suits,

actions, damages, liability and expenses (collectively the "Claims") occasioned wholly or in part by **PWI's** act or omission or the act or omission of any employees (including, but not limited to, the **Employees** as defined above) in connection with this MOU, including, but not limited to, those in connection with loss of life, bodily injury, damage to property, contamination or adverse effects on the environment, failure to pay the employees, any breach of this MOU, and any infringement or violation of any proprietary right (including, but not limited to, patent, copyright, trademark, service mark, and trade secret). Without limiting the generality of the foregoing, **PWI** shall indemnify, defend, and hold harmless the City, its officers, employees, and agents from and against any and all Claims arising from this MOU except to the extent that it is due to the sole negligence of the City or its officers, employees, and agents. This obligation to indemnify, defend and hold harmless the City, its officers, employees, and agents, shall survive the termination of this MOU.

b. In consideration for the City accepting the **Employees** at the Facility, **PWI** does hereby remise, quitclaim, release and forever discharge the City from any and all, manner of, actions and causes of action, suits, claims and demands whatsoever in law or in equity which **PWI** may have against the City relating in any way to the exercise by **PWI** or any **Employee** or other employees, of any right granted under this MOU, or relating in any way to the presence of the **Employee** in the Facility in connection with this MOU, or on any other City-owned or controlled property (real or personal) unless such claim(s) is (or are) due to the sole negligence of the City, its agents or representatives. **PWI** hereby voluntarily assumes all risk of loss, damage, or injury, including death, that may be sustained by **PWI** or any **Employee** in the exercise of any right granted under this MOU, including, but not limited to, being present in the Facility, and/or any other property (real or personal and regardless of ownership) except to the extent caused by the sole negligence of the City or its agents or employees.

G. Insurance

a. Unless otherwise approved by the City's Risk Management Division in writing, **PWI** shall, at its sole cost and expense, procure and maintain, or cause to be procured and maintained, in full force and effect, the types and minimum limits of insurance specified below, covering **PWI's** performance under this MOU. **PWI** shall procure, or cause to be procured, all insurance from reputable insurers admitted to do business on a direct basis in the Commonwealth of Pennsylvania or otherwise acceptable to the City. All insurance herein, except Professional Liability insurance, shall be written on an "occurrence" basis and not a "claims-made" basis. In no event shall **PWI** perform any work contemplated by this MOU until **PWI** has delivered or caused to be delivered to the City's Risk Management Division the required evidence of insurance coverages. All insurance coverages shall provide for at least thirty (30) days prior written notice to be given to the City in the event coverage is materially changed, cancelled, or non-renewed. The City, its officers, employees, and agents, shall be named as additional insureds on the General Liability Insurance policy. **PWI** shall also deliver or cause to be delivered to the City an endorsement stating that the coverage afforded the City and its officers, employees and agents, as additional insureds, will be primary to any other coverage available to them and that no act or omission of the City, its officers, employees or agents shall invalidate the coverage.

b. **PWI** may not self-insure any of the coverages required under this MOU without the prior written approval of the City's Risk Manager. In the event that **PWI** desires to self-insure any of the coverages listed below, it shall submit to the City's Risk Manager, prior to the commencement of any of the services required hereunder, a certified copy of **PWI's** most recent audited financial statement and/or such other evidence of its qualification to act as self-insurer (e.g. Commonwealth approval) as may be requested by the City's Risk Manager. In the event that such approval is granted, it is understood and agreed that the City, its officers, employees and agents shall be entitled to receive the same coverages and benefits under **PWI's** self-insurance program that they would have received had the insurance requirements been satisfied by a reputable insurance carrier authorized to do business in the Commonwealth of Pennsylvania or otherwise acceptable to the City. If at the time of commencement of

the term of this MOU, PWI self-insures its Professional Liability and/or Workers' Compensation coverage, PWI may, in lieu of the foregoing, furnish to the City a current copy of the State Certification form for self-insurance or a current copy of the State Insurance Commissioner's letter of approval, whichever is appropriate.

(1) General Liability Insurance.

- (a) **Limits of Liability:** \$2,000,000 per occurrence combined single limited for bodily injury (including death) and property damage liability; \$1,000,000 advertising injury; \$2,000,000 general aggregate and \$2,000,000 aggregate for products and completed operations. The City may require higher limits of liability if, in the City's sole discretion, the potential risk so warrants.
- (b) **Coverage:** Premises operations; blanket contractual liability, personal injury liability; products and completed operations; independent contractors, employees, and volunteers as additional insureds; cross liability; and broad form property damage (including completed operations).

(2) Workers' Compensation and Employers' Liability.

- (a) Workers' Compensation: Statutory Limits.
- (b) Employers' Liability: \$100,000 Each Accident - Bodily Injury by Accident; \$100,000 Each Employee - Bodily Injury by Disease; and \$500,000 Policy Limit- Bodily Injury by Disease.
- (c) Other states' insurance, including Pennsylvania.

(3) Professional Liability Insurance.

- (a) Limit of Liability: \$1,000,000 with a deductible not to exceed \$50,000.
- (b) Coverage: Errors and omissions including liability assumed under Contract.
- (c) Professional Liability Insurance may be written on a claims-made basis provided that coverage for occurrences happening during the performance of the Services required under this Contract shall be maintained in full force and effect under the policy or "tail" coverage for a period of at least two (2) years after completion of the Services.

c. The insurance requirements set forth herein are not intended and shall not be construed to modify, limit or reduce the indemnification made in the MOU to the City, or to limit PWI's liability under this MOU to the limits of the policies of insurance required to be maintained by PWI hereunder. The City reserves the right to require PWI to furnish certified copies of the original policies of all insurance required under this MOU at any time upon (10) days written notice to PWI.

d. Evidence of Insurance Coverage.

Certificates of insurance evidencing the required coverages must specifically reference this MOU. The City reserves the right to require PWI to furnish certified copies of the original policies of all insurance required under this MOU at any time upon ten (10) days written notice to PWI. The original certificates

of insurance must be submitted to the City of Philadelphia, Division of Risk Management, 1515 Arch Street, 14th Floor, Philadelphia, PA 19102.

H. Non-Discrimination; Fair Practices; Membership Provision

a. Pursuant to Applicable Laws, in the performance of this MOU, the **PWI** shall not discriminate, nor permit discrimination, against, but not limited to, any person because of, race, ethnicity, color, religion, national origin, sex, sexual orientation, gender identity, disability, age, or any other unlawful act or practice. In the event of such discrimination, OHS may terminate this MOU forthwith.

b. This MOU is entered into under the terms of the Charter, the Fair Practices Ordinance (Chapter 9-1100 of the Code) and the Mayor's Executive Order No. 04-86 (the "Executive Order"), as they may be amended from time to time. In performing under this MOU, **PWI** shall not discriminate or permit discrimination against any individual because of race, color, religion, ancestry, national origin, sex, gender identity, sexual orientation, age or disability. Nor shall **PWI** discriminate or permit discrimination against individuals in employment, housing and real property practices, and/or public accommodation practices whether by direct or indirect practice of exclusion, distinction, restriction, segregation, limitation, refusal, denial, differentiation or preference in the treatment of a person on the basis of actual or perceived race, ethnicity, color, sex, sexual orientation, gender identity, religion, national origin, ancestry, age, disability, marital status, source of income, familial status, genetic information or domestic or sexual violence victim status, Human Immunodeficiency Virus (HIV) infection, or engage in any other act or practice made unlawful under the Charter, Chapter 9-1100, the Executive Order, or under the nondiscrimination laws of the United States or the Commonwealth of Pennsylvania. In the event of any breach of this Section 7 (Non-Discrimination; Fair Practices; Membership Provision), the City may, in addition to any other rights or remedies available under this MOU, at law or in equity, suspend or terminate this MOU forthwith.

c. **PWI** further agrees to cooperate with the Commission on Human Relations of the City of Philadelphia in any manner which the **OHS** deems reasonable and necessary for the Commission to carry out its responsibilities under Chapter 17-400 of The Philadelphia Code. Failure to so cooperate shall constitute a substantial breach of this MOU entitling the City to all rights and remedies provided herein or otherwise available in law or equity.

I. Compliance with Applicable Laws

Throughout the Term of this MOU, the **PWI** shall observe and comply and shall cause the **Employees** to observe and comply with any and all Applicable Laws, ordinances, orders, rules, regulations and requirements of all federal, state, and municipal governments, courts, departments, commissions, boards, or any other body exercising functions similar to those of any of the foregoing, which may be applicable to the **PWI** in connection with this MOU or to the **Employees** participating in the **Program** at the Facility.

J. Amendment and Modification

This MOU may only be amended, modified or supplemented by an MOU in writing signed by both parties.

K. Survival

Any MOU, covenant or condition set forth in this MOU which, by its nature, would reasonably be expected to be performed after the expiration or earlier termination of this MOU, shall survive and be enforceable after the expiration or earlier termination of this MOU. Any and all liabilities, actual or contingent, which shall have arisen in connection with this MOU shall survive any termination of this MOU.

L. Notice

Any notice or request pursuant to this MOU shall be made in writing and delivered by United States mail, postage prepaid, overnight delivery via courier service or by hand delivery with receipt obtained, addressed as follows:

If intended for the City:

The City of Philadelphia
Office of Homeless Services
1401 JFK Boulevard
10th Floor
Philadelphia, PA 19102

With a copy to:

The City of Philadelphia
Law Department
1515 Arch Street, 17th Floor
Philadelphia, PA 19102

Attention:

Michael Gerakios
Deputy City Solicitor

If intended for the PWI:

Philadelphia Works
1617 JFK Boulevard
13th Floor
Philadelphia, PA 19103

or at such other address which the City or the **PWI** shall have designated by Notice given in accordance with this Paragraph 14.

M. Merger

This MOU, which will be binding upon the parties hereto, their successors and assigns, sets forth all the promises, MOUs, conditions and understandings between the City and PWI. There are no promises, MOUs, conditions, or understandings, either oral or written, between them other than those set forth in this MOU. All previous negotiations and MOUs pertaining to the matters contained in this MOU are merged into this final MOU.

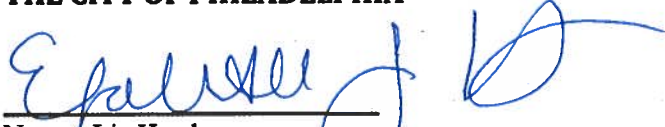
N. Governing Law

The laws of the Commonwealth of Pennsylvania, without giving effect to its conflict of laws principles govern all matters arising from or related to this MOU. The City and the **PWI** consent to the exclusive jurisdiction of the Court of Common Pleas, Philadelphia County, in any litigation arising under or related to this MOU.


[Remainder of page left intentionally blank, signature page follows]

IN WITNESS WHEREOF, the parties hereto, intending to be legally bound, have caused this MOU to be executed by their respective duly authorized officers as of the date in the heading of this MOU.

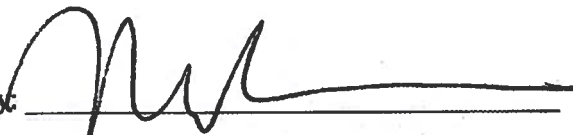
THE CITY OF PHILADELPHIA


Name: Liz Hersh
Title: Director, Office of Homeless Services

PHILADELPHIA WORKS, INC.

By: 
Name: H. Patrick Clancy
Title: President and CEO

Clancy
CEO

By: 
Name: Natalie
Title:

Knochenhauer
Sr. Policy Advisor

**APPROVED AS TO FORM
Marcel S. Pratt, City Solicitor**

Per: _____
Michael Gerakios, Deputy City Solicitor

MEMORANDUM OF UNDERSTANDING

Between

FIRST STEP STAFFING PHILADELPHIA

And the

PHILADELPHIA CONTINUUM OF CARE COLLABORATIVE APPLICANT:

CITY OF PHILADELPHIA, OFFICE OF HOMELESS SERVICES

This Memorandum of Understanding (MOU) is entered into this 3 day of September, 2019, by and between First Step Staffing Philadelphia ("FSS") and the City of Philadelphia Office of Homeless Services ("OHS").

BACKGROUND:

WHEREAS First Step Staffing, Inc., a nonprofit organization, has been working to secure sustainable income for individuals transitioning from homelessness since 2007; aiming to employ those who struggle most to break their own cycles of poverty, giving preference to those who have recently experienced homelessness, military veterans, and individuals who have been previously incarcerated.

WHEREAS FSS is a registered Alternative Staffing Organization (ASO). Alternative staffing is defined as an employment strategy that combines a staffing business model with supportive services to help job seekers with obstacles to employment enter and advance in the workforce. ASOs act as intermediaries between employers and job seekers, helping employers attract and retain reliable, motivated workers and linking job seekers to competitive employment, opportunities for skills development and pathways to hire by employer customers.

WHEREAS First Step Philadelphia open in January 2018 with the sole focus on employing and training men and women experiencing homelessness in the Philadelphia region, and provides over a decade of experience acting at the employer of record for clients served.

WHEREAS OHS has been designated as the CoC Collaborative Applicant, and as such is the eligible applicant for the HUD CoC Program Grant funds, and shall manage the required HUD process on behalf of the *CoC Board* to ensure the maximum amount of funds are received by the CoC jurisdiction and that the CoC is in compliance with all applicable HUD rules and regulations.

NOW, THEREFORE, the parties to this MOU set forth the following as the terms and conditions of their understanding:

ROLES AND RESPONSIBILITIES OF FIRST STEP PHILADELPHIA:

- I. Provide rapid employment assistance/job placements into First Step positions;
- II. Accept job placement referrals from OHS and OHS partner organizations through an established partner referral process;
- III. Provide job coaching and on the job training for those placed into First Step positions;
- IV. Provide transportation assistance for referred clients to from the assigned job site;

- V. Provide pathways to full-time employment and/or additional training and certification programs for all First Step clients.
- VI. Act as the intermediary between local businesses and potential employees/clients'
- VII. Work with First Step's payroll company to serve as employer of record for all First Step clients, providing necessary workers comp insurance and payroll administration;

ROLES AND RESPONSIBILITIES OF OHS:

- I. Operating the Continuum of Care
 - a. Consult with recipients and sub-recipients to establish performance targets appropriate for population and program type, monitor recipient and subrecipient performance, evaluate outcomes, and take action against poor performers;
 - b. Evaluate outcomes of projects funded under the Emergency Solutions Grants (ESG) program and the CoC program, and report to HUD;
 - c. Ensure the project is administered in compliance with requirements prescribed by HUD.
- II. Continuum of Care Planning
 - a. Coordinate the implementation of a housing and service system within its geographic area that meets the needs of the homeless individuals (including unaccompanied youth) and families. At a minimum, such system encompasses the following:
 - i. Outreach, engagement, and assessment;
 - ii. Shelter, housing, and supportive services;
 - iii. Prevention strategies

DURATION AND RENEWAL:

Except as provided in the TERMINATION section, the duration of the MOU shall be from July 1, 2019 to June 30, 2020. This agreement shall renew automatically unless either party gives notification pursuant to TERMINATION section.

AMENDMENTS/NOTICES:

This MOU may be amended in writing by either party and is in effect upon signature of both parties. Notices shall be mailed, emailed or delivered to:

- I. *First Step Staffing CEO and First Step Philadelphia Executive Director*
- II. *Director, City of Philadelphia Office of Homeless Services*

TERMINATION:

Either party may terminate this MOU at a date prior to the renewal date specified in the MOU by giving 120 days written notice to the other party. If the HUD CoC Program Planning Grant funds relied upon to undertake activities described in the MOU are withdrawn or reduced, or if additional conditions are placed on such funding, any party may terminate this MOU within 30 days by providing written notice to the other party. The termination shall be effective on the date specified in the notice of termination.

NO CONTRACTUAL RIGHTS OR OBLIGATIONS:

This MOU is not intended to and does not create any contractual rights or obligations with respect to the signatory entities or any other parties.

IN WITNESS WHEREOF, the parties to this MOU have executed it through their respective duly authorized officers, as of the date first written above.

Update Log

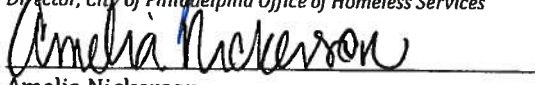
Created: September 2, 2019

Reviewed and Reapproved:



Elizabeth G. Hersh
Director, City of Philadelphia Office of Homeless Services

9/5/19
Date



Amelia Nickerson
*Vice President of Development & Community Relations
First Step Staffing, Inc.*

9/3/19
Date