

1A. Continuum of Care (CoC) Identification

Instructions:

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

1A-1. CoC Name and Number: NE-502 - Lincoln CoC

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

1A-3. CoC Designation: CA

1A-4. HMIS Lead: UNL Center for Children, Family, and the Law

1B. Continuum of Care (CoC) Engagement

Instructions:

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

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

1B-1a. Describe in detail how the CoC solicits and considers the full range of opinions from individuals or organizations with knowledge of homelessness in the geographic area or an interest in preventing and ending homelessness in the geographic area. Please provide two examples of organizations or individuals from the list in 1B-1 to answer this question. (limit 1000 characters)

Lincoln’s CoC extends open invitation to membership in all CoC committees, and promotes inclusiveness regarding all CoC events. Committee invitations are solicited each January. In addition, the CoC invites participation throughout the year via a large email distribution list. CoC committees include representation from both CoC and non-CoC organizations. Two examples: 1) the Outreach Committee specifically sought out and collaborated with members of the City of Lincoln Police Department (Law Enforcement) and the Downtown Lincoln Business Association, to re-focus and revitalize efforts to provide street outreach in downtown Lincoln. 2) A Homeless Liaison (School Administrators/Homeless Liaisons) from Lincoln Public Schools is the chair of the Public Awareness committee, and provides valuable insight on category 3 homeless individuals and families.

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

Youth Service Provider (up to 10)	RHY Funded?	Participated as a Voting Member in at least two CoC Meetings within the last 12 months (between October 1, 2014 and November 15, 2015).	Sat on the CoC Board as active member or official at any point during the last 12 months (between October 1, 2014 and November 15, 2015).
CenterPointe	No	Yes	Yes
The Bay	No	Yes	Yes
Cedars	Yes	Yes	Yes
Child Guidance Center	No	Yes	No
The HUB	No	Yes	No
Lighthouse	No	Yes	No
The Malone Center	No	Yes	No
Region V Family Youth Investment Program	No	Yes	No
People's City Mission	No	Yes	No
Lincoln Public Schools	No	Yes	Yes

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

Victim Service Provider for Survivors of Domestic Violence (up to 10)	Participated as a Voting Member in at least two CoC Meetings within the last 12 months (between October 1, 2014 and November 15, 2015).	Sat on CoC Board as active member or official at any point during the last 12 months (between October 1, 2014 and November 15, 2015).
Friendship Home	Yes	No
Voices of Hope	Yes	No
Victim Witness Unit - Lincoln Police Department	Yes	Yes

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

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

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

Overall leadership of Nebraska's Opening Doors plan is provided by the Governor appointed Nebraska Commission on Housing and Homelessness. Lincoln's CoC works closely with the two other CoCs in Nebraska in the development and implementation of Nebraska's plan. Lincoln's CoC Executive committee specifically identifies and invites stakeholders to participate in the process, from the formerly homeless, to homeless service providers (included HUD funded, and non-HUD funded agencies), state agencies, city council members, and from local funders and foundations. Outcomes from the planning process are shared with the CoC Executive Committee, which uses that information to prioritize assistance via ESG and the CoC grant process. The New Project/Renewal Evaluation committee is responsible for ensuring the goals of Opening Doors are addressed by new projects. The HMIS committee tracks outcomes and monitors progress towards meeting the goals in Nebraska's Open Doors plan.

1B-4. Explain how the CoC is open to proposals from entities that have not previously received funds in prior CoC Program competitions, even if the CoC is not applying for any new projects in 2015. (limit 1000 characters)

Lincoln's CoC regularly solicits participation by new agencies/organizations for both ESG and CoC funding opportunities. The bonus funding requests in this application are the result of these efforts. The CoC follows HUD guidelines by announcing funding availability via community e-mail lists (CoC mailing list, City of Lincoln Urban Development mailing list), community bulletins, and posting on websites, and conducts a fair and impartial review process, with a clear set of guidelines, deadlines, scoring, and expectations. In addition to publicizing funding opportunities, the New Project/Renewal committee provides hands-on technical assistance to possible applicants providing a full understanding of HUD requirements. New projects are included based on their responsiveness to priority needs of the CoC, adherence to Housing First/Low Barriers approach, and capacity and experience.

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

1C. Continuum of Care (CoC) Coordination

Instructions:

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

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

Funding or Program Source	Coordinates with Planning, Operation and Funding of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Yes
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	Yes
HeadStart Program	Yes
Other housing and service programs funded through Federal, State and local government resources.	Yes

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

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

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

How many ESG recipients did the CoC consult with in the development of ESG performance standards and evaluation process for ESG funded activities?	1	100.00 %
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1C-2a. Based on the responses selected in 1C-2, describe in greater detail how the CoC participates with the Consolidated Plan jurisdiction(s) located in the CoC's geographic area and include the frequency, extent, and type of interactions between the CoC and the Consolidated Plan jurisdiction(s). (limit 1000 characters)

The City of Lincoln Urban Development Department writes the collaborative application for Lincoln's CoC grant, and also authors Lincoln's Consolidated Plan. This allows for seamless coordination between Con Plan and CoC planning. The CoC defines and creates the goals and objectives that make up the homeless goals and strategies included in Lincoln's Con Plan. The consultation occurs through planning meetings and takes approximately 8 hours/quarter.

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

The City of Lincoln Urban Development Department receives ESG funding directly from HUD, and combines ESG with state HSATF funds - Homeless Assistance Trust Funds - from the Nebraska Department of HHS. The combined funds are referred to as NHAP-Nebraska Homeless Assistance Program. Priorities for NHAP funds are identified by the CoC, specifically the CoC Executive Committee, and communicated to both the City of Lincoln and the State HHS. Lincoln's CoC worked closely with the State HHS, and the City of Lincoln, to develop performance standards for ESG in 2012. The CoC provides PIT data, HMIS outcome data, to the City of Lincoln. Lincoln's HMIS provides "report cards" to all NHAP recipients twice a year, providing them with information on their progress towards meeting standards, as well as information from the PIT and HMIS data quality. Bi-annual report cards are a key factor in helping determine annual allocation of NHAP funding.

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

ESG is provided to DV agencies to fund housing assistance to those fleeing violence. When an individual/family presents at a homeless provider, the nature of the threat is assessed. If DV is suspected, the case worker asks if there is interest in connecting with a DV agency. Most of the time, clients call the toll free crisis line. The decision to take any action is always left up to the victim due to the increased risk in safety when a victim leaves or attempts to leave when DV has occurred in the relationship. Homeless service providers are instructed to maintain confidentiality of information DV survivors. IF the family presents at a DV provider, they will be assisted in developing a safety plan and provided the option of receiving housing assistance from the DV provider, or a referral to a homeless service provider. ESG (NHAP) funded agencies make certain that no identifying information is entered into HMIS whenever they are serving households fleeing DV.

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

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program from 10/1/14 to 3/31/15 who were homeless at entry	PHA has General or Limited Homeless Preference
Lincoln Housing Authority	14.00%	Yes-Both

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

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

The largest "other" funding resource available to Lincoln's CoC are Homeless Assistance Trust Funds provided by the State of Nebraska Dept of HHS. HSATF funding supports prevention and rapid rehousing projects in Lincoln. The Nebraska Investment Finance Authority (NIFA) administers tax credit programs that prioritize applications that establish preferences for those serving homeless individuals and families.

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

Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
Engaged/educated law enforcement:	<input checked="" type="checkbox"/>
Implemented communitywide plans:	<input checked="" type="checkbox"/>
No strategies have been implemented:	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

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

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

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

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

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

**1D-2a. If the applicant did not check all boxes in 1D-2, explain why there is no coordination with the institution(s) and explain how the CoC plans to coordinate with the institution(s) to ensure persons discharged are not discharged into homelessness.
(limit 1000 characters)**

1E. Centralized or Coordinated Assessment (Coordinated Entry)

Instructions:

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

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

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

All persons seeking or in need of homeless assistance services - shelters, drop in centers, community action agencies or contacted through outreach are assessed (if willing) using the VI-SPDAT. Any individual or family with a score of 10 or greater are referred to the Most Vulnerable Referral Team MVRT which consists of all providers of PSH in the CoC as well those organizations who initially engage homeless people. All providers of PSH notify the MVRT of any current or impending vacancies. The MVRT meets weekly; the list of persons waiting for PSH is updated and prioritized weekly to be sure that the chronic, the most vulnerable, and longest term homeless are prioritized. The MVRT reviews each case in prioritized order, develops case plans for each, and offers available units to individual by priority order based on the appropriateness of the housing for the participants needs. For those not determined to be eligible for PSH other housing type referrals (TH, RRH, OPH) are made.

1E-2. CoC Program and ESG Program funded projects are required to participate in the coordinated entry process, but there are many other organizations and individuals who may participate but are not required to do so. From the following list, for each type of organization or individual, select all of the applicable checkboxes that indicate how that organization or individual participates in the CoC's coordinated entry process. If the organization or person does not exist in the CoC's geographic area, select "Not Applicable." If there are other organizations or persons that participate not on this list, enter the information, click "Save" at the bottom of the screen, and then select the applicable checkboxes.

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

Veterans Affairs	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
University of Nebraska - Lincoln (Coordinated Entry Coordinator)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>				

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

Instructions

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

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

How many renewal project applications were submitted in the FY 2015 CoC Program Competition?	10
How many of the renewal project applications are first time renewals for which the first operating year has not expired yet?	0
How many renewal project application APRs were reviewed by the CoC as part of the local CoC competition project review, ranking, and selection process for the FY 2015 CoC Program Competition?	10
Percentage of APRs submitted by renewing projects within the CoC that were reviewed by the CoC in the 2015 CoC Competition?	100.00%

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

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

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

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

None	<input type="checkbox"/>
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1F-2a. Describe how the CoC considered the severity of needs and vulnerabilities of participants that are, or will be, served by the project applications when determining project application priority. (limit 1000 characters)

Lincoln's CoC prioritizes PSH and programs that target youth and families and within those populations the CoC prioritizes projects that focus on survivors of domestic violence, youth vulnerable to victimization, LGBTQ persons, and those with challenging backgrounds including chronic substance use and criminal history. CoC policy requires that all admissions to PSH are funneled through the coordinated entry MVRT process and the policy will expand to cover all housing types funded through the CoC. Placement in PSH is prioritized based on severity of need and vulnerability. By prioritizing PSH projects in the ranking and by requiring these projects to admit the most vulnerable with the highest severity of need, the CoC ensures that these were the driving factors in prioritizing projects.

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

All of the review, ranking, and selection criteria was posted on the City of Lincoln website. In addition, the New Project/Renewal Evaluation Committee notified all participants of the posting via email notification to the CoC mailing list.

1F-4. On what date did the CoC and Collaborative Applicant publicly post all parts of the FY 2015 CoC Consolidated Application that included the final project application ranking? (Written documentation of the public posting, with the date of the posting clearly visible, must be attached. In addition, evidence of communicating decisions to the CoC's full membership must be attached.) 11/16/2015

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

1F-5a. If the CoC rejected project application(s) on what date did the CoC and Collaborative Applicant notify those project applicants their project application was rejected in the local CoC competition process? (If project applications were rejected, a copy of the written notification to each project applicant must be attached.) 11/02/2015

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

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

Instructions

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

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

The Lincoln CoC HMIS provider has developed performance report cards for all CoC funded programs. The reports provide project specific performance outcomes including data on serving the literally homeless, housing stability, job and income growth, and the use of mainstream resources. "Report Cards" are issued to agencies twice each year. Summary reports are provided to the Renewal Evaluation/New Project committee. Providers who fail to meet standards are notified. The information from these reports is used along with the renewal evaluation process to establish the ranking of applications, and will be used to determine if poor performers are required to reallocate. The CoC will be implementing a program monitoring component to assure that grantees are providing timely and accurate reporting, drawing down HUD funds, serving eligible persons and using HUD funds for eligible activities. Monitoring will be based on a risk assessment formula.

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

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

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

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

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

2A-1a. Include the page number where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document referenced in 2A-1. In addition, in the textbox indicate if the page number applies to the CoC's attached governance charter or the attached MOU. GC, 3-4

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

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

2A-4. What is the name of the HMIS software used by the CoC (e.g., ABC Software)? ServicePoint
Applicant will enter the HMIS software name (e.g., ABC Software).

2A-5. What is the name of the HMIS software vendor (e.g., ABC Systems)? Bowman Systems LLC
Applicant will enter the name of the vendor (e.g., ABC Systems).

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

Instructions

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

2B-1. Select the HMIS implementation coverage area: Multiple CoCs

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

2B-2.1 Funding Type: Federal - HUD

Funding Source	Funding
CoC	\$0
ESG	\$0
CDBG	\$25,000
HOME	\$0
HOPWA	\$0
Federal - HUD - Total Amount	\$25,000

2B-2.2 Funding Type: Other Federal

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

2B-2.3 Funding Type: State and Local

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

2B-2.4 Funding Type: Private

Funding Source	Funding
Individual	\$0
Organization	\$9,000
Private - Total Amount	\$9,000

2B-2.5 Funding Type: Other

Funding Source	Funding
Participation Fees	\$0
Other - Total Amount	\$0

2B-2.6 Total Budget for Operating Year	\$34,000
-----------------------------------------------	-----------------

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

Instructions:

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

2C-1. Enter the date the CoC submitted the 2015 HIC data in HDX, (mm/dd/yyyy): 04/13/2015

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

Project Type	Total Beds in 2015 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter beds	368	26	342	100.00%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	499	20	470	98.12%
Rapid Re-Housing (RRH) beds	64	38	26	100.00%
Permanent Supportive Housing (PSH) beds	79	0	79	100.00%
Other Permanent Housing (OPH) beds	65	26	39	100.00%

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

None of the housing types are below 85% There are no Safe Haven beds in the Lincoln CoC

**2C-3. HUD understands that certain projects are either not required to or discouraged from participating in HMIS, and CoCs cannot require this if they are not funded through the CoC or ESG programs. This does NOT include domestic violence providers that are prohibited from entering client data in HMIS. If any of the project types listed in question 2C-2 above has a coverage rate of 85% or below, and some or all of these rates can be attributed to beds covered by one of the following programs types, please indicate that here by selecting all that apply from the list below.
 (limit 1000 characters)**

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

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

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

Instructions:

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

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

Universal Data Element	Percentage Null or Missing	Percentage Client Doesn't Know or Refused
3.1 Name	0%	0%
3.2 Social Security Number	1%	4%
3.3 Date of birth	1%	0%
3.4 Race	5%	0%
3.5 Ethnicity	1%	0%
3.6 Gender	1%	0%
3.7 Veteran status	1%	0%
3.8 Disabling condition	0%	0%
3.9 Residence prior to project entry	1%	0%
3.10 Project Entry Date	0%	0%
3.11 Project Exit Date	0%	0%
3.12 Destination	3%	1%
3.15 Relationship to Head of Household	17%	0%
3.16 Client Location	12%	0%
3.17 Length of time on street, in an emergency shelter, or safe haven	24%	1%

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

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

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

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

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

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

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

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

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

The Lincoln 502 CoC does not have any SSVF programs.

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

Instructions:

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

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

- 2E-1. Did the CoC approve the final sheltered PIT count methodology for the 2015 sheltered PIT count? Yes
- 2E-2. Indicate the date of the most recent sheltered PIT count (mm/dd/yyyy): 01/22/2015
- 2E-2a. If the CoC conducted the sheltered PIT count outside of the last 10 days of January 2015, was an exception granted by HUD? Not Applicable
- 2E-3. Enter the date the CoC submitted the sheltered PIT count data in HDX, (mm/dd/yyyy): 04/23/2015

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

Instructions:

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

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

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

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

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

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

NE-502 CoC conducts the sheltered PIT count utilizing the HMIS exclusively for persons sheltered in HMIS using programs and surveys, recorded on paper, of sheltered persons in non-HMIS programs. HMIS CHOs review and verify their data on the night of the PIT. Non-HMIS programs conduct CoC generated PIT count surveys of individuals sheltered during the evening of the PIT. The non-HMIS counts are transmitted to the HMIS lead, cross referenced and deduplicated (with the exception of victim service provider counts which are provided in aggregate). The HMIS Service based counts are also crossreferenced and deduplicated with HMIS recorded shelter data. The CoC uses this methodology as that most able to provide valid sheltered PIT counts across the large geography of the CoC and the method that maximizes the use of and the data entered into the HMIS. The HMIS lead develops surveys, written instructions, training to HMIS and non-HMIS providers.

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

No change in methodology from 2014 to 2015.

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

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

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

Instructions:

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

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

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

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

No change in implementation from 2014 to 2015.

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

Instructions:

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

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

- 2H-1. Did the CoC approve the final unsheltered PIT count methodology for the most recent unsheltered PIT count? Yes
- 2H-2. Indicate the date of the most recent unsheltered PIT count (mm/dd/yyyy): 01/22/2015
- 2H-2a. If the CoC conducted the unsheltered PIT count outside of the last 10 days of January 2015, was an exception granted by HUD? Not Applicable
- 2H-3. Enter the date the CoC submitted the unsheltered PIT count data in HDX (mm/dd/yyyy): 04/23/2015

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

Instructions:

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

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

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

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

The unsheltered count was conducted by CoC outreach workers, community services staff, Veterans administration staff, Lincoln Police Department, University of Nebraska - Lincoln police, and volunteers on the night of the count. Unsheltered count staff identified known locations of unsheltered persons and conducted brief surveys of individuals identified. Local law enforcement recorded unsheltered count and identifying data for any unsheltered homeless person encountered from sundown to sunup on the night of the count. These data were provided to the HMIS lead. In addition to the known location counts and LE counts a service based count was conducted of those identifying as unsheltered homeless. Both the known place counts and the service based counts were cross referenced with each other and with HMIS and non-HMIS sheltered counts by the HMIS lead for deduplication. The HMIS lead created street count survey forms, and trained street count staff.

2I-3. Describe any change in methodology from your unsheltered PIT count in 2014 (or 2013 if an unsheltered count was not conducted in 2014) to 2015, including any change in sampling or extrapolation method, if applicable. Do not include information on changes to implementation of your sheltered PIT count methodology (e.g., enhanced training and change in partners participating in the count). (limit 1000 characters)

No change in unsheltered PIT count from 2014 to 2015

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

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

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

Instructions:

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

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

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

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

No change in implementation from 2014 to 2015.

3A. Continuum of Care (CoC) System Performance

Instructions

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

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

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

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

	2014 PIT (for unsheltered count, most recent year conducted)	2015 PIT	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	560	549	-11
Emergency Shelter Total	203	182	-21
Safe Haven Total	0	0	0
Transitional Housing Total	320	343	23
Total Sheltered Count	523	525	2
Total Unsheltered Count	37	24	-13

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

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

	Between October 1, 2013 and September 30, 2014
Universe: Unduplicated Total sheltered homeless persons	2,740
Emergency Shelter Total	1,887
Safe Haven Total	0
Transitional Housing Total	853

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

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

Lincoln's CoC is collecting data to determine the specific risk factors for homelessness in Lincoln. Supported by ESG and NHAP funding, the CoC features several agencies who provide homeless prevention services (The Emergency Services Committee is led by Community Action Program and is comprised of seven agencies in Lincoln who provide rent and utility supports to qualifying individuals and families). These agencies assess VI-SPDAT scores and coordinate with providers to identify the reasons behind the need for assistance. The CoC is in the early stages of implementing coordinated entry. Lincoln's CoC intends to develop and implement a diversion screening tool to be used by shelter providers. Once this is operational, it will advocate with ESG and NHAP to focus on funding prevention efforts at diverting households from entering shelter.

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

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

Through the implementation of Coordinated Entry and the Most Vulnerable Review Team, Lincoln's CoC is making strides in identifying and reducing the length of time persons remain homeless. Prioritization of unit availability is ordered according to a formula which includes chronic status, number of months continuously homeless, number of times homeless, and the vulnerability assessment. Lincoln's CoC examines homeless length of stay every 6 months and annually as part of the CoC's Performance Assessment. Emergency Shelter stays have remained unchanged with 47 days in 2013 to 48 days in 2014. Transitional Housing length of stays have increased slightly from 251 days 2013 to 258 days in 2014.

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

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

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

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

	Between October 1, 2013 and September 30, 2014
Universe: Persons in SSO, TH and PH-RRH who exited	208
Of the persons in the Universe above, how many of those exited to permanent destinations?	136
% Successful Exits	65.38%

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

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

	Between October 1, 2013 and September 30, 2014
Universe: Persons in all PH projects except PH-RRH	93
Of the persons in the Universe above, indicate how many of those remained in applicable PH projects and how many of those exited to permanent destinations?	81
% Successful Retentions/Exits	87.10%

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

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

Returns to homelessness are tracked in HMIS. This is a key data point used by the CoC in evaluating project performance. Three examples: 1. CoC standards requires case managers to follow up at specified intervals to households that have exited RRH. Follow up is frequent immediately following exit, and tapers off over the following year. The emphasis of follow-up centers around on-going assessment of housing stability. Those at risk of returning to homelessness are flagged as needing assistance to resolve crisis. 2. HMIS is used to track returns to shelter among all exited participants from CoC funded programs. The system flags returns. Providers with multiple returns are offered technical support, those who fail to improve outcomes are at risk for reallocation. 3. Lincoln's CoC Rent & Utility Network uses funding from various sources to provide past-due rent assistance for tenants with eviction notices and allow them remain stably housed instead of returning to homelessness.

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

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

The CoC supports strategies to increase income through CoC funded employment workshops and events, staff trainings and collaboration with mainstream resources. The Consumer Engagement Committee (Community Action Partnership, Cedars, The Bay) hosts Employment Workshops focused on job skills, including workshops specifically targeting transition age youth. Project Homeless Connect provides same day access to employment income resources including Workforce Development, Voc Rehab and private employers. CenterPointe's SOAR program provides technical assistance to persons who are homeless and disabled apply for Social Security and other non-employment income benefits. The SOAR program uses SAMHSA's best practice model to engage participants through outreach and case management to reduce the approval time for SSA applications from 24 months to 3 months. The SOAR project has a 70% approval rate. The SOAR program provides training to CoC agencies on SOAR practices and principles annually.

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

The CoC has working relationships with both private and public employment organizations to assist in increasing earned income. State employment agencies, including NEWorks and Voc Rehab, attend CoC sponsored events including employment workshops and Project Homeless Connect to offer same day services and on-site applications. Social Security Admin does on-site applications at CoC events and provides info and training to CoC providers on work incentives for disabled persons. The VA Employment Specialists works with all CoC housing providers to secure employment for homeless veterans. Center for People in Need, through an agreement with NDHHS Welfare-to-Work, is a designated community worksite for recipients of Federal cash assistance like TANF. They also provide scholarship programs to community colleges. 100% of CoC funded agencies are connected to mainstream employment resources to ensure hiring and retention.

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

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

Outreach providers build rapport, provide crisis response, meet basic needs and refer to housing/support. Outreach occurs in places where homeless persons reside in the entire geographic area including those sleeping on the streets, in encampments, abandoned buildings and other places not for habitation. Five agencies provide street outreach to ensure all homeless individuals and families are identified and engaged in services. The outreach teams work closely with the Lincoln Police on a day to day basis to identify those most in need and to provide crisis intervention. They also work together when entering areas that present safety concerns. Three outreach programs target populations that are the least likely to request housing and services: CenterPointe PATH: Chronic homeless and those disabled by mental illness; Cedars: unaccompanied youth/transition age youth; VA: veterans who qualify for VA housing. The outreach programs participate in Coordinated Entry weekly.

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

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

N/A

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

Objective 1: Ending Chronic Homelessness

Instructions:

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

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

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

	2014 (for unsheltered count, most recent year conducted)	2015	Difference
Universe: Total PIT Count of sheltered and unsheltered chronically homeless persons	106	47	-59
Sheltered Count of chronically homeless persons	93	23	-70
Unsheltered Count of chronically homeless persons	13	24	11

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

Compared to 2014, the total number of CH persons decreased by 56%. The decrease is an accurate reflection as there were no changes in the PIT methodology. The CoC focused on ending CH by improving coordinated entry, reallocating PATH Outreach to CH engagement, increasing PSH units dedicated to CH, prioritizing CH with PSH turn-over and increasing VASH for CH Vets. The coordinated entry program established the Most Vulnerable Review Team (MVRT) to facilitate placement in PSH. MVRT created a scoring system using a vulnerability index tool. This combined with priority indicators from HMIS identified persons in greatest need of PSH. CH persons received a higher score to ensure they were the highest priority. Additionally, Street outreach teams met monthly with the Lincoln Police Department to identify CH persons who utilize emergency and acute care services. This resulted in the identification of more CH persons which is reflected in the 2015 PIT unsheltered count of CH persons.

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

City of Lincoln Urban Dev Dept will use planning funds to oversee the plan to end CH. Steps include an examination of the allocation/coordination of resources to achieve outcomes to end homelessness. Urban Dev will be the lead agency representing Lincoln in the NE Committee to End Homelessness. The State's plan to end homelessness is endorsed by the Governor's Commission on Homelessness and provides the framework for local CoC's. In 2014, 14 new beds will be added to the inventory by converting set aside Section 8 historically used for TH to RRH. The goal is to move persons from homelessness in a short period of time by bypassing the Sect 8 waiting list. By 2015, through reallocation, the CoC will create an 8 bed PSH program and will utilize Housing Trust Funds for 5 rental assistance vouchers dedicated to CH. Rental assistance programs will partner with PATH Street Outreach to engage and house individuals using Housing First. Additionally, PATH will assist CH persons move towards housing utilizing mainstream resources and CoC funded programs. The CoC committed to prioritizing CH persons in RRH, PSH as identified in the project applications.

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

The CoC accomplished the following strategies to increase PSH beds for chronic homeless persons: 1. (4/14) Planning funds were used to coordinate the plan to end chronic homelessness and to establish Urban Development as the lead agency representing Lincoln in Nebraska’s Plan to End Homelessness. As a strategy to move the plan forward, the CoC received HUD TA from Abt and contracted with Housing Innovations to provide over-site of the CoC Application. 2. (4/14) Fourteen Section 8 vouchers, set aside to the Homeless Voucher Committee, were converted from TH to PH to increase the PSH inventory. 3. (1/15) 8 PSH units dedicated to CH were awarded to the City of Lincoln to fund CenterPointe’s Outreach Housing Project. 4. (5/14) CenterPointe’s PATH program prioritized the engagement of CH persons through street outreach and collaborative meeting with Lincoln Police Dept and coordinated entry teams. 5. (10/14) PSH funded agencies committed to prioritizing CH in the FY14 project applications.

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

	2014	2015	Difference
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC.	22	13	-9

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

The 2014 HIC included a Section 811 housing program (11 units) as dedicated to chronic homeless by error. While the program is permanent it is not dedicated to CH. Because of this, the 2014 HIC should total 11 not 22. The 2015 HIC did not include a new project awarded to the CoC with a start date of January 2015. This program dedicated 8 PSH beds to chronic homeless persons. In addition, the 2015 HIC did not capture changes to the FY2014 project applications that committed 13 PSH beds to chronic homeless. With these changes the total number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons is 21. This represents an increase of 10 beds from 2014. The CoC has also dedicated an additional 5 RRH units to chronic homeless.

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

3B-1.4a. If “Yes”, attach the CoC’s written standards that were updated to incorporate the order of priority in Notice CPD-14-012 and indicate the page(s) that contain the CoC’s update. 23-24

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

Percentage of CoC Program funded PSH beds prioritized for chronic homelessness	FY2015 Project Application
Based on all of the renewal project applications for PSH, enter the estimated number of CoC-funded PSH beds in projects being renewed in the FY 2015 CoC Program Competition that are not designated as dedicated beds for persons experiencing chronic homelessness.	47
Based on all of the renewal project applications for PSH, enter the estimated number of CoC-funded PSH beds in projects being renewed in the FY 2015 CoC Program Competition that are not designated as dedicated beds for persons experiencing chronic homelessness that will be made available through turnover in the FY 2015 operating year.	12
Based on all of the renewal project applications for PSH, enter the estimated number of PSH beds made available through turnover that will be prioritized beds for persons experiencing chronic homelessness in the FY 2015 operating year.	12
This field estimates the percentage of turnover beds that will be prioritized beds for persons experiencing chronic homelessness in the FY 2015 operating year.	100.00%

3B-1.6. Is the CoC on track to meet the goal of ending chronic homelessness by 2017? Yes
 This question will not be scored.

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

The Lincoln Coordinated Entry, Most Vulnerable Review Team (MVRT), in accordance with the prioritization guidance in Notice CPD -14-012 prioritizes those homeless persons that are chronically homeless for placement in available housing and offers, in priority order, housing opportunities. Housing inventories are under review and prioritization of CH for all existing PSH experiencing turnover is occurring. The CoC is receiving Technical Assistance from Abt Associates to establish measurable goals and objectives to end chronic homelessness by 2017.

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

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

Instructions:

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

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

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

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

3B-2.2. Describe the CoC's plan to rapidly rehouse every family that becomes homeless within 30 days of becoming homeless on the street or entering shelter. (limit 1000 characters)

Lincoln's CoC has implemented coordinated entry for PSH and plans to expand coordinate entry to include RRH in 2016. Families with a score above 12 on the VI-SPDAT are currently prioritized for PSH and those below for RRH or other assistance. Coordinated entry will use FAM SPDAT to help prioritize families who are the least likely to resolve their homeless situation without support with the goal of rehousing in 30 days or less. Coordinated entry for families will rely the CoC's Rent & Utility Network which is comprised of agencies that receive financial requests for emergency housing assistance. The Network meets monthly to coordinate services and improve the response city-wide in order to assess and quickly respond to families who have recently become homeless. The CoC is using reallocation to expand RRH resources and has established ESG policy to prioritize RRH over other uses.

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

	2014	2015	Difference
RRH units available to serve families in the HIC:	15	38	23

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

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

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

PIT Count of Homelessness Among Households With Children

	2014 (for unsheltered count, most recent year conducted)	2015	Difference
Universe: Total PIT Count of sheltered and unsheltered homeless households with children:	99	78	-21
Sheltered Count of homeless households with children:	99	78	-21
Unsheltered Count of homeless households with children:	0	0	0

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

The 2015 PIT Count indicated fewer homeless households with children in sheltered in both the Emergency Shelters and Transitional Housing programs. The majority of the decrease from 2014 to 2015 was in Transitional Housing. In neither year were any unsheltered households with children counted.

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

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

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

Diversion from institutions and decriminalization of youth actions that stem from being trafficked:	<input type="checkbox"/>
Increase housing and service options for youth fleeing or attempting to flee trafficking:	<input type="checkbox"/>

Specific sampling methodology for enumerating and characterizing local youth trafficking:	<input type="checkbox"/>
Cross systems strategies to quickly identify and prevent occurrences of youth trafficking:	<input type="checkbox"/>
Community awareness training concerning youth trafficking:	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
N/A:	<input type="checkbox"/>

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

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

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

	FY 2013 (October 1, 2012 - September 30, 2013)	FY 2014 (October 1, 2013 - September 30, 2104)	Difference
Total number of unaccompanied youth served in HMIS contributing programs who were in an unsheltered situation prior to entry:	43	17	-26

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

The only youth emergency shelter in the Coc had 14 children and youth in 2013 that were sheltered in 2013 that entered from an unsheltered situation prior. In 2014 the same youth emergency shelter had no youth entering from an unsheltered situation. There were also small decreases across several ES and TH programs of youth coming from unsheltered situations in 2013 compared to 2014 that account for the difference.

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

	Calendar Year 2015	Calendar Year 2016	Difference
Overall funding for youth homelessness dedicated projects (CoC Program and non-CoC Program funded):	\$714,455.00	\$781,234.00	\$66,779.00
CoC Program funding for youth homelessness dedicated projects:	\$227,287.00	\$303,517.00	\$76,230.00
Non-CoC funding for youth homelessness dedicated projects (e.g. RHY or other Federal, State and Local funding):	\$487,168.00	\$477,717.00	(\$9,451.00)

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

Cross-Participation in Meetings	# Times
CoC meetings or planning events attended by LEA or SEA representatives:	24
LEA or SEA meetings or planning events (e.g. those about child welfare, juvenile justice or out of school time) attended by CoC representatives:	5
CoC meetings or planning events attended by youth housing and service providers (e.g. RHY providers):	48

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

The Lincoln CoC collaborates with the McVinney-Vento local educational liaison (Bryan Seck) and state educational representative (Cathy Mohnike). Both attend monthly CoC meetings and receive electronic communication. Mr. Seck serves on the Executive Committee. Ms Mohnike is available to provide guidance on a statewide level to ensure that the McKinney-Vento act is understood and implemented correctly in the school district, on a building by building level including identification of families experiencing or at risk of homelessness. All agencies that serve homeless youth in Lincoln communicate with Mr. Seck to ensure immediate school and free meal enrollment and transportation services. Mr. Seck also tracks the number of homeless students and families for local and state reporting purposes. The CoC, Ms. Mohnike, and Mr. Seck work together to provide case management and assistance to families. This collaboration results in the family's return to stability and success.

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

The McKinney-Vento act is supported by the Runaway, Homeless and Missing Children Protection Act of 2003, which reauthorized the Runaway and Homeless Youth Act. Youth-serving agencies that receive Basic Center and Transitional Living Program funding from the Family and Youth Services Bureau (FYSB) must work closely with school district homeless liaisons to ensure that runaway and homeless youth understand the educational services available to them. RHY, HUD and ESG funded programs work closely with the local educational liaison (Bryan Seck) to maintain an open line of communication to ensure seamless enrollment of youth into Lincoln Public Schools and ensures transportation is set up so they are able to attend daily with no obstacles. In addition, the local educational liaison is a key source of referrals to many federally funded programs, the liaison advocates on behalf of the youth and their family to provide appropriate services. The CoC requires all providers to engage with the educational liaison whenever a new child or youth enters the program to ensure enrollment and transportation.

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

Objective 3: Ending Veterans Homelessness

Instructions:

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

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

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

	2014 (for unsheltered count, most recent year conducted)	2015	Difference
Universe: Total PIT count of sheltered and unsheltered homeless veterans:	81	85	4
Sheltered count of homeless veterans:	75	81	6
Unsheltered count of homeless veterans:	6	4	-2

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

There was slight increase in the number of Homeless Veterans identified in the 2015 PIT Count (+4) which was entirely within the sheltered population as there was a decrease in the unsheltered count. The large number of transitional beds (65) allocated to veterans over represents sheltered veterans from year to year. The veterans sheltered count included VA funded transitional housing beds (30 GPD, 25 GPD-Transition in Place and 10 Residential Contract). The Transition in Place program increased capacity to 30 units during the FY15 year to utilize unexpended funds resulting in an increase in sheltered veterans of 5. The GPD and residential contract beds operate at greater than 95% capacity and are an important component of the CoC's effort to move homeless veterans to permanent housing.

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

The Lincoln CoC has implemented a community plan to end veteran homelessness by January of 2016 following the USICH plan and will be submitting that effort for verification. The Lincoln CoC has identified by name and created a priority listing of all U.S. Military veterans in shelters, in non-GPD TH projects, or on the street; vetted those through the VA for determination of medically eligibility, and is actively identifying and offering, those most appropriate from the list, VASH and other housing programs. This listing is being updated with referrals through the HMIS and active street outreach to veterans by the VA and a PATH provider. The Lincoln CoC does not have a SSVF grantee, however, access to a neighboring CoC grantee was recently approved by the VA in order for eligible veterans in Lincoln to access their SSVF rental assistance, security deposits and prevention funds.

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

Using the process described above the Lincoln CoC has a priority listing of all identified homeless veterans and their VA medical eligibility status. The Lincoln CoC is working with a Nebraska BOS SSVF program to provide additional housing related services to these veterans in the Lincoln effort to move them to housing. The Lincoln CoC is, through the Coordinated Entry process, prioritizing chronically homeless veterans at the top of the permanent supportive housing priority ranking and weekly identifying housing type options for all homeless veterans on the Veteran listing in HMIS. CenterPointe's Veterans Permanent Housing Project application was ranked #3 on the Priority Listing, by the CoC, to ensure that the 7 units of PSH remain available to Veterans who are not eligible for homeless assistance through the U.S Department of Veterans Affairs. There are 6 currently funded PSH projects and 100% have prioritized turnover beds.

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

	2010 (or 2009 if an unsheltered count was not conducted in 2010)	2015	% Difference
Total PIT count of sheltered and unsheltered homeless veterans:	38	85	123.68%

Unsheltered count of homeless veterans:	2	4	100.00%
-----------------------------------------	---	---	---------

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

This question will not be scored.

3B-3.5a. If “Yes,” what are the strategies being used to maximize your current resources to meet this goal? If “No,” what resources or technical assistance would help you reach the goal of ending Veteran homelessness by the end of 2015? (limit 1000 characters)

The CoC has, with Vets@Home technical assistance, identified the Lincoln monthly take down number to reach functional zero by the 2016 Point in Time Count. The HMIS lead has identified all currently sheltered, transitionally housed, and veterans identified through street outreach. Service providers with releases of information will be referring these veterans to a coordinated entry and housing prioritization process for U.S. military veterans only. The Lincoln Veteran Review Team which includes all permanent supportive housing providers, rapid rehousing providers, street outreach, and the Veterans Administration. Housing options for each veteran identified and with release of information will have suitable housing identified in the community through the VA, or other housing service provider and offered to the veteran.

4A. Accessing Mainstream Benefits

Instructions:

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

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

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

FY 2015 Assistance with Mainstream Benefits

Total number of project applications in the FY 2015 competition (new and renewal):	13
Total number of renewal and new project applications that demonstrate assistance to project participants to obtain mainstream benefits (i.e. In a Renewal Project Application, "Yes" is selected for Questions 3a, 3b, 3c, 4, and 4a on Screen 4A. In a New Project Application, "Yes" is selected for Questions 5a, 5b, 5c, 6, and 6a on Screen 4A).	13
Percentage of renewal and new project applications in the FY 2015 competition that have demonstrated assistance to project participants to obtain mainstream benefits:	100%

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

Nebraska is not a Medicaid expansion state. The Community Action Agencies in Nebraska, including the Community Action Program (CAP) in Lincoln, a key participant in Lincoln's CoC and a CoC renewal grantee and ESG/NHAP funding participant, have been contracted by the State to disseminate information on the health care marketplace. Navigators employed by CAP assists clients in determining eligibility and applying for assistance. Support is provided to those applying for Medicaid through Access Nebraska, and has resulted in a 12% increase in statewide Medicaid enrollment. Collaborating health care organizations include: United Health Care, Lancaster County Health Department, Community Action Partnership, and People's Health Center (FQHC).

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

Educational materials:	<input checked="" type="checkbox"/>
In-Person Trainings:	<input checked="" type="checkbox"/>
Transportation to medical appointments:	<input checked="" type="checkbox"/>
Individual one-on-one support of navigation and applying for benefits	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
Not Applicable or None:	<input type="checkbox"/>

4B. Additional Policies

Instructions:

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

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

FY 2015 Low Barrier Designation

Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO project applications in the FY 2015 competition (new and renewal):	13
Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications that selected "low barrier" in the FY 2015 competition:	13
Percentage of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications in the FY 2015 competition that will be designated as "low barrier":	100%

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

FY 2015 Projects Housing First Designation

Total number of PSH, RRH, non-Coordinated Entry SSO, and TH project applications in the FY 2015 competition (new and renewal):	13
Total number of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications that selected Housing First in the FY 2015 competition:	12
Percentage of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications in the FY 2015 competition that will be designated as Housing First:	92%

4B-3. What has the CoC done to ensure awareness of and access to housing and supportive services within the CoC's geographic area to persons that could benefit from CoC-funded programs but are not currently participating in a CoC funded program? In particular, how does the CoC reach out to for persons that are least likely to request housing or services in the absence of special outreach?

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

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

	2014	2015	Difference
RRH units available to serve any population in the HIC:	50	64	14

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

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

4B-7. Is the CoC requesting to designate one or more of its SSO or TH projects to serve families with children and youth defined as homeless under other Federal statutes? No

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

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

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

4B-9. Did the CoC or any of its CoC program recipients/subrecipients request technical assistance from HUD in the past two years (since the submission of the FY 2012 application)? This response does not affect the scoring of this application. Yes

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

This response does not affect the scoring of this application.

CoC Governance:	<input type="checkbox"/>
CoC Systems Performance Measurement:	<input checked="" type="checkbox"/>
Coordinated Entry:	<input type="checkbox"/>
Data reporting and data analysis:	<input type="checkbox"/>
HMIS:	<input type="checkbox"/>
Homeless subpopulations targeted by Opening Doors: veterans, chronic, children and families, and unaccompanied youth:	<input checked="" type="checkbox"/>
Maximizing the use of mainstream resources:	<input type="checkbox"/>
Retooling transitional housing:	<input type="checkbox"/>
Rapid re-housing:	<input type="checkbox"/>
Under-performing program recipient, subrecipient or project:	<input type="checkbox"/>
	<input type="checkbox"/>
Not applicable:	<input type="checkbox"/>

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

This response does not affect the scoring of this application.

Type of Technical Assistance Received	Date Received	Rate the Value of the Technical Assistance
Performance Measures	04/09/2015	5
Homeless Subpopulations	04/10/2015	5
Homeless Subpopulations	05/19/2015	5
Homeless Subpopulations	09/15/2015	5

4C. Attachments

Instructions:

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

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

Document Type	Required?	Document Description	Date Attached
01. 2015 CoC Consolidated Application: Evidence of the CoC's Communication to Rejected Projects	Yes	Communication to ...	11/15/2015
02. 2015 CoC Consolidated Application: Public Posting Evidence	Yes		
03. CoC Rating and Review Procedure	Yes	Lincoln CoC 2015 ...	11/13/2015
04. CoC's Rating and Review Procedure: Public Posting Evidence	Yes	Public Posting: ...	11/15/2015
05. CoCs Process for Reallocating	Yes	Lincoln CoC Proce...	11/13/2015
06. CoC's Governance Charter	Yes	Lincoln Governanc...	11/15/2015
07. HMIS Policy and Procedures Manual	Yes	NMIS SOP Manual	11/02/2015
08. Applicable Sections of Con Plan to Serving Persons Defined as Homeless Under Other Fed Statutes	No		
09. PHA Administration Plan (Applicable Section(s) Only)	Yes	LHA Homeless Vouc...	11/15/2015
10. CoC-HMIS MOU (if referenced in the CoC's Governance Charter)	No	CHO HMIS MOA 2014...	11/02/2015
11. CoC Written Standards for Order of Priority	No	Lincoln NE CoC Wr...	11/13/2015
12. Project List to Serve Persons Defined as Homeless under Other Federal Statutes	No		
13. Other	No	HMIS Governance C...	11/02/2015
14. Other	No		
15. Other	No		

Attachment Details

Document Description: Communication to Rejected Projects

Attachment Details

Document Description: Public Posting: screenshot, email, rankings

Attachment Details

Document Description: Lincoln CoC 2015 Ranking and Review Procedures

Attachment Details

Document Description: Public Posting: screenshot, email, rankings

Attachment Details

Document Description: Lincoln CoC Process for Reallocating

Attachment Details

Document Description: Lincoln Governance Charter

Attachment Details

Document Description: NMIS SOP Manual

Attachment Details

Document Description:

Attachment Details

Document Description: LHA Homeless Voucher Evidence

Attachment Details

Document Description: CHO HMIS MOA 2014-2015

Attachment Details

Document Description: Lincoln NE CoC Written Standards

Attachment Details

Document Description:

Attachment Details

Document Description: HMIS Governance Charter_2015

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

Page	Last Updated
1A. Identification	11/13/2015
1B. CoC Engagement	11/13/2015
1C. Coordination	11/13/2015
1D. CoC Discharge Planning	11/13/2015
1E. Coordinated Assessment	11/13/2015
1F. Project Review	11/13/2015
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2A. HMIS Implementation	11/13/2015
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2E. Sheltered PIT	11/13/2015
2F. Sheltered Data - Methods	11/13/2015
2G. Sheltered Data - Quality	11/13/2015
2H. Unsheltered PIT	11/13/2015
2I. Unsheltered Data - Methods	11/13/2015
2J. Unsheltered Data - Quality	11/13/2015
3A. System Performance	11/13/2015
3B. Objective 1	11/13/2015
3B. Objective 2	11/16/2015
3B. Objective 3	11/13/2015
4A. Benefits	11/13/2015
4B. Additional Policies	11/13/2015
4C. Attachments	Please Complete
Submission Summary	No Input Required

2015 CoC
Communication to Rejected Projects

***Not Applicable**

Lincoln's CoC had only had one (1) applicant for bonus funding. Hence, there were no "rejected" projects.

One agency, Catholic Social Services, decided to forgo federal funding. The funds previously allocated to Catholic Social Services were reallocated to CCFL, Lincoln's HMIS provider, based on an impartial review process. As with the bonus funding, CCFL was the only applicant for the reallocation of the "Catholic Social Services" funds.

Renewal Performance Evaluation Criteria	Unit Type	Source	Proposed Benchmark/ Standard		Comments	2015 Points
PERFORMANCE						
			PH	TH		
1. Occupancy/Utilization (Average of 4 reported PIT counts)	Average Point in Time	APR	90% = 10, 85-89% = 5		Family projects only count households	10
2. For program entrants, at least one adult per household w/previous residence that indicates literal homelessness	All Adults	APR	100% PSH	70% (RRH and TH)	Requirement for new PH projects	10
3. Percentage of all adult leavers who gained or increased EARNED income from entry to exit	Adults - Leavers	APR	10%	40%		10
4. Percentage of all adult leavers who gained or maintained OTHER (non-employment) income from entry to exit	Adults - Leavers	APR	25%	25%		10
5. All adult participants with non-cash benefits	All Adults	APR	70%			10
6. Percentage of all participant leavers who exited to shelter, streets or unknown	Participants - Leavers	APR	Less than or equal to 10%		Family projects only count households	10
7. Spending of last year's HUD grant	N/A	APR	100% = 10; 95-99% = 8; 90-94% = 4			10
8. PSH Programs: Percentage of all leavers who remain in PSH or exited to PH	Participants - Leavers	APR	90%	n/a	family projects only count households	10
9. TH & RRH Programs: Percentage of all leavers who exited to Permanent Housing	Participants - Leavers	APR	85%	80%	Family projects only count households	10
10. TH Only - Length of stay for all participants is 1 year or less	All Participants	APR	n/a	75%		None*
11. RRH Only - Length of stay for all participants is 6 months or less	All Participants	APR	85%	n/a		None*
Performance total score						80
CONSUMER SURVEYS						
12. Consumer Surveys - Response Rate	All Adults	CS	35%			5
13. Consumer Surveys - Results	N/A	CS	30 Points or greater			5
Consumer Surveys total score						10
COMPLIANCE						
14. Match equals or exceeds requirement	N/A	APR	100%			5
15. Monitoring - HUD Findings	N/A	Provider Report	No findings or all issues/findings resolved			5
16. HUD Drawdown within 90 days	N/A	Provider Report	<91 days			5
Compliance total score						15
HMIS						
17. HMIS Universal Data Elements null/unknown	All Participants	APR/HMIS	<=5%			5
HMIS total score						5
Grand Total						110

*data will be collected to establish baseline for future standards

Urban Development

Homeless

Home

Redevelopment

Housing

Real Estate

Downtown

Community Development

Homeless Coalition

Neighborhoods

Workforce

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NE-502 2015 Project Ranking

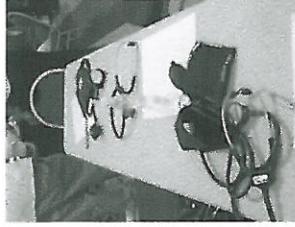
NOFA Review, Ranking Selection Criteria

The Lincoln Homeless Coalition consists of representatives from organizations which serve homeless and near homeless clients. Participating agencies include: State, County and City government, nonprofits, banks, housing developers, neighborhood associations, businesses, foundations and homeless/formerly homeless persons. Urban Development Department staff provide facilitation and support.

The Homeless Coalition develops and produces an annual application for homeless funding from the U.S. Housing and Urban Development Department. The FY 2013 Continuum of Care Application (119 K PDF), provides a snapshot of homeless services in Lincoln. It includes:

- a Point-in-Time Count which estimates the number and characteristics of Lincoln's homeless population
- an inventory of emergency, transitional, and permanent housing
- an inventory of available housing services
- strategies and goals to address homelessness in Lincoln.

Lincoln Continuum of Care Meetings are held 9:00 a.m. to 10:30 a.m. on the 4th Friday of each month, at Northridge Community Center - Cedars, 1533 N. 27th Street. For more information, call 402-441-7856 or email: urbandev@lincoln.ne.gov.



Project Homeless Connect, co-sponsored by the Homeless Coalition, is a one-stop opportunity for many services, including blood pressure testing - October 10, 2013 in Peating.

City of Lincoln
Urban Development
urbandev@lincoln.ne.gov
Wendy Humstad
Manager

555 S. 10th St., 6th 205
Lincoln, NE 68508 USA
Tel: 402-441-7854
Fax: 402-441-3711
TDD: 402-441-7815

Add to your address book

Related Links

- Lincoln's Continuum of Care Performance Benchmarks
- Nebraska Homeless Assistance Program / Emergency Shelter Grant (NHAP-ESG) Standards
- Standards for homeless service providers receiving ESG and HSAFF funds.
- Nebraska Homeless Assistance Program
- Offered by the State of Nebraska



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<http://www.lincoln.ne.gov/city/urban/comdev/homeless.htm>

11/5/2015

* Screenshot of City of Lincoln City Website = 2015 CoC Procs Ranking

Bradd A. Schmeichel

From: Lee Heflebower <lheflebower@communityactionnetwork.org>
Sent: Thursday, November 05, 2015 11:19 AM
To: Lee Heflebower
Subject: CoC Application Projects 2015

Good morning,

The ranking list for projects submitted for funding in the 2015 HUD Continuum of Care NOFA Competition has been posted. The ranking list can be viewed at:

<http://lincoln.ne.gov/city/urban/comdev/homeless.htm>

Or navigate to www.lincoln.ne.gov, and search for **Keyword: homeless**. In the yellow "Now Available" box.

As soon as it has been completed and no later than November 18, 2015, the entire CoC application to HUD will be posted on this website.

Please inform all interested stakeholders.

Thank You.

Bradd Schmeichel

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*copy of email sent from
Lincoln CoC Chair person to
CoC e-mail list

Ranking	Applicant Name	Project Name	Expiring Grant #	Project Type	Component Type	Amount Requested	Amount Ranked	
1	CenterPointe	Transitions 2	NE0057L7D021403	Renewal	PSH	\$96,678	\$96,678	
2	City of Lincoln - CenterPointe	S+C for Chronic Homeless	NE0059L7D021403	Renewal	PSH	\$33,057	\$33,057	
3	CenterPointe	Veterans Permanent Housing	NE0045L7D021403	Renewal	PSH	\$53,210	\$53,210	
4	CenterPointe	Glide Path	NE0015L7D021407	Renewal	PSH	\$225,183	\$225,183	
5	City of Lincoln	Outreach Housing Project	NE0073L7D021401	Renewal	PSH	\$71,071	\$71,071	
6	Cedars Youth Services	New Futures SHP	NE0016L7D021407	Partial Reallocation	TH	\$130,609	\$110,609	
7	Community Action Partnership	Supportive Housing Program	NE0018L7D021407	Renewal	TH	\$460,526	\$460,526	
8	CenterPointe	Adult Residential	NE0014L7D021407	Partial Reallocation	TH	\$369,402	\$369,402	
9	St. Monica's	Women in Transition	NE0020L7D021407	Renewal	TH	\$89,607	\$89,607	
10	CenterPointe	Permanent Housing Project(Tier 1 portion)	NE0017L7D021407	Renewal	PSH	\$214,590	\$126,799	
Tier 1 Total							\$1,636,142	
Tier 2:		Scenario 1						Tier 2 Ranking Points
10	CenterPointe	Permanent Housing Project (Tier 2 portion)		Renewal	PSH	\$75,391	\$75,391	18.69408718
11	UNL-CCFL	HMIS	(Reallocated CSS)	New	HMIS	\$93,039	\$93,039	15.7766
12	UNL-CCFL	Coordinated Entry	(Balance of reallocated	New	SSO - CES	\$34,793	\$34,793	13.5623
13	CenterPointe	Reallocation of Adult/Youth Residentail	Reallocated	New	PSH	\$85,352	\$85,352	11.4811
14	Matt Talbot Kitchen and Outreach	Permanent Housing Bonus	Bonus	New	PSH	\$192,500	\$192,500	6.6682
15	CenterPointe	TAY Project	Bonus	New	RRH	\$96,230	\$96,230	1.6669
Tier 2 Total							\$577,305	

Lincoln, NE CoC NOFA Competition Policies

1. Renewal of Grants

- a. The CoC will renew expiring CoC funded grants provided that:
 - i. There is a continuing need in the CoC for project and the services provided to homeless people
 - ii. The project has satisfactory performance in terms of meeting the performance targets set by the CoC
 - iii. The grantee has regularly contributed data to HMIS
 - iv. There have been no significant unresolved monitoring findings
 - v. The grantee has substantially expended prior grant funds
 - vi. The grantee is participating (to the extent possible) in the CoCs coordinated access process
- b. Ranking of renewal grants
 - i. The CoC will rank the grants for renewal in a priority order:
 1. Grants will be grouped by component in the following priority order:
 - a. Permanent Housing: Permanent Supportive Housing
 - b. Permanent Housing: Rapid Rehousing
 - c. Transitional Housing
 2. Within each component, grantees will be ranked according to their performance scores
 3. Grants that are not comparable but essential to the CoC – HMIS and planning – will be ranked in an order that will assure that the projects are within the funding cutoffs.

2. Reallocation of Grants

- a. Grantees are strongly encouraged to review their programs. Transitional Housing projects in particular should assess whether:
 - i. There is continuing need for the project
 - ii. The project is succeeding in accomplishing CoC outcomes
 - iii. The project is targeted to a population in transition
- b. Grantees with projects with satisfactory performance may voluntarily reallocate their project to a higher priority need (permanent housing)
 - i. Grantees voluntarily reallocating will be able to retain the current HUD dollar commitment to be used for the reallocated project
- c. Grantees that are not meeting the CoC determined performance benchmarks are at risk of having their funding involuntarily reallocated to a new project and provider
 - i. Grantees not meeting performance benchmarks will have a six month period in which to improve performance.
 - ii. Grantees may develop a plan of correction to address performance shortcomings. Grants with a plan of correction, approved by the CoC, and who are in compliance with the approved plan of correction, will be eligible to renew their grants.

- iii. HMIS will re-issue performance reports every six months. Grantees who are substantially below performance benchmarks for two six-month performance reporting periods, will risk non-renewal of their grants in the 2017 competition.
 - d. Any CoC funding that is involuntarily reallocated will be made available to other eligible applicants in the CoC through a competitive process (described below under New Funding).
 - i. Grantees may reapply for funding that was involuntarily reallocated but must demonstrate in their applications that performance issues in prior grant will not impact the new grant request.

3. New Funding

- a. New funding includes: funds from involuntary reallocation; possible bonus funding; and any new funding possibilities from HUD.
- b. All new funds will be competitively awarded
- c. The CoC will proactively engage in outreach to potential providers and seek to engage the participation of new organizations, in particular those serving underserved populations in the CoC
- d. Applicants for funds will be reviewed according to an objective scoring rubric, approved in advance by the CoC.
- e. Applications will be reviewed and scored by an objective panel consisting of persons who are disinterested in the outcome
- f. Project applicants achieving the highest scores will be selected

4. Transitional Housing Priorities

- a. The following are the priority populations to be served by transitional housing:
 - i. Youth
 - ii. Persons seeking to continue recovery in recovery-focused housing
 - iii. Institutional re-entry (may not be eligible for CoC funding but needed from people leaving criminal justice and mental health facilities)
 - iv. Persons fleeing domestic abuse or violence where it is not possible to find units for rapid rehousing
- b. Transitional housing grants successfully meeting performance standards and serving a priority population will continue to be eligible for renewal.
- c. Transitional housing projects not serving a priority population will be encouraged to reallocate to a permanent housing project. In future CoC competitions, TH projects not serving a priority population may be required to reallocate.

5. Permanent Supportive Housing and Housing First

- a. Housing First. Providers of permanent supportive housing shall use the Housing First model as outlined below. Any new projects funded by the CoC must use the Housing First model. Any existing permanent supportive housing project that has indicated in application to HUD that it employs the Housing First model must follow the standards as set forth below. Existing permanent supportive housing projects that have not indicated Housing First are 'grandfathered' from this policy.
- b. Housing First projects defined:
 - i. Housing is not contingent on compliance with services – participants are provided with a standard one year lease agreement. The lease agreement can

only be terminated in accordance with the State of Nebraska Uniform Residential Landlord and Tenant Act (76-1401 to 76-1449)

- ii. Participants are provided with services and supports to help maintain housing and prevent eviction.
- iii. There is no requirement for sobriety prior to being offered housing and admission shall not be conditioned on credit or background checks. Criminal backgrounds will be considered only to the extent necessary to protect safety and well-being.
- iv. Participants shall be given choice in their housing subject to program limitations.
- v. Participants are not required to participate in services but providers are required to persistently and consistently seek to engage participants.
- vi. Providers are encouraged to support staff in implementing Evidence Based Practices that support Housing First (Critical Time Intervention, Motivational Interviewing, Stages of Change)

6. Prioritization of Chronic Homeless in Permanent Supportive Housing

- a. Entry to permanent supportive housing shall be prioritized in accordance with CPD Notice CPD-14-012.
 - i. Order of priority 1: Chronic homeless people, with longest histories of homelessness and most severe service needs;
 - ii. Order of priority 2: Chronic homeless people with a long period of homelessness but without severe service needs;
 - iii. Order of priority 3: Chronically homeless people with 4 or more occasions of homelessness in the past 3 years but whose total length of time homeless is less than 12 months and who have severe service needs.
 - iv. Order of priority 4: Chronically homeless people with 4 or more occasions of homelessness in the past 3 years but whose total length of time homeless is less than 12 months and who does not have severe service needs.
- b. Priority shall be given to chronic homeless families and individuals for admission to permanent supportive housing. This includes the turnover of units in existing permanent supportive housing and all units in newly developed projects. It is the CoC policy that all permanent supportive housing units prioritize chronically homeless people on turnover.
- c. Projects that have been designated to serve a specific population may prioritize chronically homeless persons that are members of the designated populations.
 - i. If the grant agreement specifies a target population (mentally ill), the project must serve that population but must prioritize chronically homeless persons who meet those criteria.

7. Grievance Policy

- a. It is the intent of the CoC to conduct the competition in a fair, equitable and transparent manner.
- b. A grievance may be filed by any applicant organization that claims it has been adversely affected by:
 - i. Improper application of rules, regulations and procedures concerning participation in the Consolidated Grant application process;

- ii. Improper interpretation of rules, regulations and procedures concerning participation in the Consolidated Grant application process;
 - iii. Disparity in the application of rules, regulations and procedures regarding participation in the Consolidated Grant application process;
 - iv. Violation of rules, regulations or procedures concerning participation in the Consolidated Grant application process;
 - v. The score assigned to the application
- c. Grievances must be made in writing to the CoC with three working days of the event that triggered the grievance. The grievance must be specific regarding the alleged violation.
- d. The CoC will review all grievances within three working days and provide a written response.
- e. Applicant organizations not satisfied with the CoC response may submit an appeal to HUD under 24 CFR 578.

Lincoln Homeless Coalition:
Lincoln's Continuum of Care

BYLAWS

Article I

Name

The name of this organization shall be Lincoln Homeless Coalition: Lincoln's Continuum of Care, hereinafter referred to as the Lincoln CoC.

Article II

Purpose and Objectives

The purpose and objectives of the Lincoln CoC are: (1) to heighten awareness and develop a community-wide commitment to the needs and issues that surround the homeless and near homeless; (2) to gather information in order to identify and fill the gaps in services and community needs; (3) to protect and improve the lives and safety of the homeless and near homeless; (4) to actively engage homeless and other stakeholders in developing solutions to achieving self-sufficiency; (5) to communicate with funding entities, other organizations and the public at large to promote the general welfare of the homeless and to increase self-sufficiency; (6) to ensure full development of a continuum of care with the shelter, housing and programs necessary to meet the needs of all homeless people and efficiently and effectively move them to self-sufficient life.

Article III

Responsibilities

To accomplish this, the Lincoln CoC will:

Section 1 – Operate the Lincoln Continuum of Care

- Develop, follow and annually update the Lincoln CoC Bylaws. The bylaws will address all HUD requirements for Continuums of Care and for the administration and operation of Homeless Management and Information Systems (HMIS). The bylaws also includes a code of conduct and recusal processes to assure equity and transparency among all those acting on behalf of the Lincoln CoC.
- In consultation with the City of Lincoln – the Emergency Solutions Grant (ESG) recipient in the Lincoln CoC area, the Lincoln CoC will develop and operate a coordinated assessment and intake system to assess the needs for housing and services among homeless individuals and families and rapidly end their homelessness.

- The Lincoln CoC will develop and follow written standards for the providing CoC assistance and will consult and collaborate with City of Lincoln as ESG recipient on written standards for ESG assistance.
- In consultation with the City of Lincoln, CoC grantees and ESG grantees, the Lincoln CoC will develop performance targets appropriate for each program type (shelter, transitional housing, permanent supportive housing, rapid rehousing, etc.) and for program populations served.
- Based on the above performance targets, the Lincoln CoC will monitor the performance of ESG and CoC funded grantees, evaluate the outcomes achieved by these projects and take actions to improve the performance of grantees that fail to achieve outcomes through technical support, peer assistance, and, when needed, reallocation of funding.
- Report to HUD on an annual basis regarding the outcomes of ESG and CoC funded programs.

Section 2 – CoC Planning

- The Lincoln CoC will assist in implementing a coordinated system of care and services for homeless people in city of Lincoln. This system includes outreach, engagement and assessment to identify and assist homeless people to access services; a range of emergency, short term and long term housing as well as supportive services; and strategies that prevent individuals and families from becoming homeless and rapidly return to housing those that become homeless.
- Annually plan and conduct a point-in-time count of homeless people in City of Lincoln following HUD requirements. Minimally this will include: an inventory and utilization analysis of emergency, transitional and permanent housing for homeless people, a thorough count of sheltered and unsheltered homeless persons, and an enumeration of special populations including the chronically homeless, Veterans, and youth.
- Based on the data collected through the point-in-time count, develop a gaps analysis of housing and services needs compared to the actual available inventory of services and prioritize the use of homeless assistance resources based on these unmet needs.
- Collaborate with the City of Lincoln to provide information necessary to complete the Consolidated Plan.
- Consult with City of Lincoln on the plan for allocating ESG funding and evaluating and reporting on the performance of ESG grantees.

- Coordinate with the Statewide Continuum of Care Committee, a sub-committee of the Nebraska Commission on Housing & Homelessness, in developing recommendations for programs and/or services that involve housing and people who are homeless and at risk of homelessness.
- Provide representation on the Statewide Continuum of Care Committee, which serves as an advisory body to the Nebraska Homeless Assistance Program on issues of homelessness and near-homelessness.

Section 3 – Designating and Operating an HMIS

- The Lincoln CoC has designated the University of Nebraska – Lincoln, Center on Children, Family and the Law as the HMIS lead agency and the only entity eligible to apply for HUD HMIS funding in the Continuum of Care.
- The HMIS lead agency on an annual basis will review and revise a CoC HMIS data privacy plan, data security and data quality plan and will submit these to the Lincoln CoC for review and approval.
- The Lincoln CoC will oversee the operation of the HMIS and ensure that it meets all applicable HUD requirements.
- The Lincoln CoC will make all efforts to ensure consistent and accurate participation in HMIS data efforts by all CoC and ESG grantees and provide support as needed to non-funded homeless service providers in the BoS region to participate in HMIS.

Section 4 – Applying for CoC Funds

- The Lincoln CoC will plan, develop and operate a collaborative process for preparing the CoC application to HUD in the format designated by HUD.
- Identify priorities based on gaps analysis and other information for projects to be funded with HUD CoC assistance.
- Designate an entity to serve as the ‘collaborative applicant’ to HUD.
- Approve and authorize the submission of an application to HUD in response to the CoC Notice of Funding Availability.

Article IV

Membership and Dues

Section 1. Membership in the Lincoln CoC is open to any health and human service agency, organization or entity, or individual concerned with housing, self-sufficiency and homeless issues.

Section 2. An annual membership fee, established by the Executive Committee and approved by a majority vote of those present at a regular meeting, provided notice of such action has been given in the meeting notice, is to be paid to the Treasurer upon joining the Lincoln CoC. The purpose of this fee is to cover operating expenses of the Lincoln CoC and to provide funds for the activities of the Lincoln CoC. Failure to pay such dues will be understood as the withdrawal of one's support and membership in the Lincoln CoC will be terminated.

Section 3. Removal from Membership: A member may be removed from the Lincoln CoC for violation of the by-laws or behavior that is detrimental to the purpose or objectives of the Lincoln CoC.

Section 4. Individual memberships may be waived at the discretion of the Executive Committee.

Article V

Management

Section 1. The management of the Lincoln CoC shall be vested in an Executive Committee, consisting of the Chair, Vice-Chair, Treasurer, Secretary, immediate Past Chair, and a representative from the City of Lincoln's Urban Development Department serving as the lead collaborative applicant to the U.S. Department of Housing and Urban Development.

Section 2. The Chair, with the approval of the Executive Committee, may appoint such other committees and task forces and define their duties as the Chair deems necessary. All committees shall report their acts and proceedings to the Lincoln CoC.

Section 3. The Executive Committee may act for the membership between regular meetings of the members, and shall report at the regular meetings on any action taken. The Executive Committee may not act contrary to action previously taken by the members.

Section 4. The Secretary shall keep a record of the minutes of all business meetings of the Executive Committee and the Lincoln CoC and shall record the same in permanent form; shall be custodian of all records, reports and official papers belonging to the organization; and shall maintain a correct alphabetical enrollment of the members including pertinent contact information.

Section 5 A quorum of the Executive Committee shall consist of a majority of the members.

Section 6. The Executive Committee will generate the monthly agenda of the CoC and the agenda will be sent to the CoC membership by the Chair.

Article VI

Officers

Section 1. There shall be five officers of the Lincoln CoC: a Chair, Vice Chair, Treasurer, Secretary, and Immediate past Chair. Officers shall hold office for one year or until their successors are selected and installed. They may succeed themselves in the same office.

Section 2. The Chair shall preside at all business meetings of the Executive Committee and of the Lincoln CoC. The Chair shall appoint all committees and task forces of the Lincoln CoC with the approval of the Executive Committee and shall perform such other duties as are generally necessary for the management of the Lincoln CoC. The Chair may sign all correspondence approved by the Executive Committee. The Chair and Treasurer shall sign all contracts and other instruments approved by the Executive Committee.

Section 3. The Vice Chair shall have the power and perform the duties of the Chair in the absence of the Chair, and such other duties as may be assigned by the Chair. In the event of a vacancy of the Chair between elections, the Vice Chair shall automatically assume the office. The Vice Chair shall succeed the Chair at the end of their term.

Section 4. The Treasurer shall receive all monies of the Lincoln CoC and shall disburse them upon approval of the Executive Committee or Lincoln CoC and shall report the same to the Lincoln CoC at each regular meeting. The Treasurer shall promptly deposit all funds of the Lincoln CoC in such depository as shall be designated by the Executive Committee.

Section 5. The Secretary shall record minutes of the executive committee and the CoC meetings. The Secretary shall submit meeting minutes to the Chair.

Article VII

Elections and Voting

Section 1. A slate of nominated officers will be presented two months prior to the election of officers. The floor shall be open for additional nominations. The annual

election of members of the Executive Committee shall be held at a regular Lincoln CoC meeting.

Section 2. There shall be a Nominating Committee appointed annually by the Chair and composed of five members, one of whom shall be a member of the Executive Committee and four who are non-members of the Executive Committee. The report of the Nominating Committee shall be presented to the membership two months prior to election.

Section 3. Vacancies on the Executive Committee shall be filled by appointment of qualified members of the Lincoln CoC by the Chair with the approval of the Executive Committee. Those so appointed shall complete the terms of those they are replacing.

Section 4. Voting eligibility is self-monitored: one agency, organization, entity, individual, one vote.

Article VIII

Meetings

Section 1. There shall be regular monthly meetings of the Lincoln CoC, to be held at such times and places as the Executive Committee may determine. Should the Executive Committee determine that there is not sufficient business to be brought before the Lincoln CoC to warrant a monthly meeting, such decision shall be communicated to the Lincoln CoC in a timely manner.

Section 2. There shall be regular meetings of the Executive Committee, to be held at such time and place as determined by the Chair or three members of the Executive Committee, but scheduled to occur in the interim between regular meetings of the Lincoln CoC.

Section 3. Special meetings of the Executive Committee or Lincoln CoC may be called by the Chair or upon written request of five members of the Lincoln CoC. The call for such special meetings shall specify the object or objects of the meeting, and no business not so specified shall be transacted at such meeting. Notice of regular meetings shall be given to members via any reasonable means.

Section 4. Notice of regular meetings shall be given to members in a timely manner and via any reasonable means.

Section 5. A simple majority of members in good standing represents a quorum.

ARTICLE IX

Conflicts of Interest

Section 1 – Conflicts of Interest. No member shall vote on or participate in the discussion of any matters that directly affect the financial interests of that member, his/her immediate family, or his/her employer. Members may not vote on or participate in the discussion of any funding or reallocation of funding to the organization in which they or a family member are employed or have a financial interest.

Section 2 -- Disclosure. Disclosure of the conflict of interest should occur at the earliest possible time and, if possible, prior to any discussion on any issue related to the conflict. An individual with a conflict who is serving as chair of the meeting shall relinquish the chair to another member during the discussion of the issue and abstain from voting.

Article X

Amendments

The by-laws may be amended at any regular or special duly constituted meeting of the Lincoln CoC by a two-thirds vote of the qualified members present, provided notice of the proposed by-law amendment(s) shall have been given in writing at least ten days prior to the meeting wherein such vote will take place.

The Lincoln CoC will review, update, and approve these by-laws at least annually.

Article XI

Fiscal Year and Membership Year

The fiscal year and membership year of the Lincoln CoC shall be the calendar year.

Article XII

Procedures

The rules contained in the current edition of Roberts Rules of Order shall govern in all cases wherein they do not conflict with the rules of the Lincoln CoC as herein defined.

Article XIII

Books and Records

The Lincoln CoC shall keep sufficient Lincoln CoC records and minutes of Executive Committee and Lincoln CoC meetings. All books and records of the Lincoln CoC shall be kept in the City of Lincoln's Urban Development Department

We, the undersigned, are officers of the Lincoln CoC and we consent to, and hereby do, repeal any preceding bylaws for the Lincoln CoC and adopt on January 24th 2014 in their place the foregoing Bylaws, consisting of the 13 preceding articles, as the Bylaws of the Lincoln CoC

Chair

Denise K Packard

Vice-Chair

Angela

Treasurer

Monica Zibi

Secretary

Immediate Past-Chair

J. L. [Signature]

*The Housing Authority of the
City of Lincoln, Nebraska*



**MOVING TO WORK
ANNUAL PLAN**

Fiscal Year 2015-2016

Public Hearing: December 11, 2014

Approval by Board of Commissioners: January 8, 2015

Submitted to HUD: January 9, 2015

HUD Comments: March 17, 2015

Resubmitted to HUD: March 23, 2015

Approved by HUD: April 9, 2015

Section III.
Preferences for Selection
(982.207)

The Lincoln Housing Authority (LHA) will use preferences for the tenant-based vouchers. The project-based voucher preferences may differ from the tenant-based vouchers and are described in the Project-Based Section of this plan.

Tenant Based Voucher Program preference policies are as follows. Lincoln Housing Authority gives a higher priority during the tenant-based voucher selection to applicants who are currently eligible for one (1) or more preferences. LHA will operate a weighted preference system using assigned points to determine the waiting list selection order. The applicant with the highest number of points is selected from the waiting list in accordance with the date and time of the application. The most points an applicant can receive is 3 points (2 points if applicant meets the criteria for a primary preference and 1 point for RentWise certification). Families, elderly and disabled are to be selected from the waiting list before a single, non-disabled or non-elderly regardless of preference status.

When the head of household or co-head qualify for one (1) or more the following verified primary preferences; Homeless, Disaster, Domestic Violence, or Military then a weight of two (2) points is assigned. If the head of household or co-head qualifies for the secondary preference, Nebraska RentWise certification, then the weight of one (1) point will be assigned. Applicants with a primary preference and secondary preference are assigned a maximum total of three (3) points. Based on this weighted point system applicant's with a primary preference will always be served before applicant's with only a secondary preference.

The head of household or co-head will be permitted to use a preference for the waiting list one-time within a five year period from their last housing assistance termination date.

A. Primary preferences are as listed below in random order with no hierarchic system:

1. **Homeless:** Applicants terminated or evicted from a LHA program or unit will not be eligible for a homeless preference [Section 91.5]. A homeless family includes:
 - (a) A family that lacks a fixed, regular and adequate night-time residence; and
 - (b) A family that has a primary night-time residence that is:
 - (i) a supervised shelter designed to provide temporary living accommodations including welfare hotels, congregate shelters, state transitional housing programs, other transitional housing, and nursing facilities;
 - (ii) an institution providing a temporary residence for individuals intended to be institutionalized (does not include jail);
 - (iii) a public or private place not designed for, or ordinarily used as a regular sleeping accommodation for human beings.
2. **Disaster:** Displaced by fire (excluding tenant caused fires), flood or storm. Such displacement must be recent and continuing; the displacement must have occurred within the last three months of the requested preference. *Verifiable by Red Cross or other government agency.*

3. **Domestic Violence:** Displaced by domestic violence - actual or threatened violence against one or more members of the applicant family by a spouse or other member of the household. Such applicants must have been forced to move because of domestic violence or lives with a person who engages in domestic violence. Such violence must be recent or continuing and the displacement must have occurred within the last three months of the requested preference. Applicants displaced by domestic violence must certify that the person who engaged in such violence will not reside with the applicant family unless LHA has given advance written approval. If the family is admitted, LHA may deny or terminate assistance to the family for breach of this certification. An active protection order would be an acceptable form of verification.
4. **Military:** Households who must end their participation with the LHA Voucher program due to the head of household or spouse being placed in active military duty and the remainder of the household leaving the unit for longer than 180 days.

B. Secondary preferences is listed below.

RentWise: The applicant's head of the household or co-head must have completed the Nebraska RentWise educational series. A copy of the RentWise Certificate of Completion is an acceptable form of verification.

C. Verifications: The family must provide proper verification they are eligible for a preference at the time of application or any time while on the waiting list. The family must qualify for the preference at the time the family is selected from the waiting list. If, at the time the formal application is processed, it is determined the family does not qualify for a preference at the time of the waiting list selection, the family will be placed on the waiting list in a non-preference status according to the date and time of the original application. The family may reapply for preference status at any time.

1. **Acceptable forms of verification** for all preferences are government agencies, law enforcement, public or private shelters, clergy or social service agencies.
2. **Time frames:** The verification is valid for ninety (90) calendar days after receipt by LHA. If the applicant is not housed within ninety (90) calendar days, the preference must be re-verified at the time the family is selected from the waiting list.

D. Changes: Any change in family preference status must be reported by the family in writing within ten (10) calendar days of the change. LHA will accept other forms of communication other than writing to accommodate a disability.

E. Five-year Preference Limitation: Any head of household or co-head, who was previously admitted to the voucher program administered by Lincoln Housing Authority and utilized any preference stated in segments A and B, may only be granted a waiting list preference if five (5) years have lapsed since the end of their participation with the Housing Choice Voucher program.

Lincoln, NE CoC
WRITTEN STANDARDS FOR ESG/CoC
SERVICE Delivery

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Each Emergency Solutions Grant (ESG) and Continuum of Care (CoC) funded service provider shall comply with the minimum written standards established by the Lincoln, NE Continuum of Care. Each provider may decide to set standards on their provision of ESG/CoC that exceed these minimum standards, but will at the very least comply with the following:

GENERAL STANDARDS

PARTICIPANT ELIGIBILITY:

Minimum standards for evaluating individual and family eligibility for assistance under Emergency Solutions Grant (ESG) and Continuum of Care (CoC) are:

- **Street Outreach** – People who are qualify as ‘unsheltered homeless,’ based on category (1)(i) of the “homeless” definition found at 24 CFR 576.2 are eligible for the following activities, in compliance with federal ESG rules (24 CFR 576.101): *engagement, case management, emergency health and mental health services, transportation*
- **Emergency Shelter** – People who qualify as ‘homeless,’ based on categories (1, 2, or 4) of the “homeless” definition found at 24 CFR 576.2 are eligible for the following

activities, in compliance with federal ESG rules (24 CFR 576.102): *case management; child care; education, employment and life skills services; legal services; health, mental health and substance abuse services; transportation*

NOT ALLOWABLE: Mortgage and mortgage arrearage payments.

- **Rapid Re-housing** – CoC and ESG funded rapid rehousing will follow the standards as set forth below. People who qualify as ‘homeless,’ based on categories (1 or 4) of the “homeless” definition found at 24 CFR 576.2 and/or 578.3 and who are moving into a housing unit that meets HUD’s habitability and lead-based paint standards are eligible for the following activities, in compliance with federal ESG and CoC rules (24 CFR 576.104, 576.105, 576.106, 578.37, 578.51 and 578.77,). Persons who meet the ‘category 2’ homeless definition are eligible for CoC funded Rapid Rehousing provided the project was not funded under special NOFA conditions (reallocated projects) that limit eligibility to those living on the streets or in shelters. Additionally persons receiving rapid rehousing through the ESG program must have incomes at or below 30% of the area median income (AMI) at annual recertification:

- **Housing Relocation and Stabilization Services:** *moving costs, rent application fees (ESG only), security deposits, last month’s rent, utility deposits, utility payments,(ESG only) housing search/placement, housing stability case management, mediation and legal services, credit repair/budgeting/money management*
- **Rental Assistance:** *short-term (up to 3 months) and medium-term (4-24 months) rental assistance, up to 24 months total during a 3-year period in tenant-based or project-based housing*

The 24 months may include a one-time payment for up to 6 months of rent arrears on the tenant’s portion of the rent (arrearages covered under ESG only). Rent amount must not exceed HUD’s published Fair Market Rent and the HUD standard for rent reasonableness (24 CFR 982.507). There must be a rental assistance agreement between the landlord and agency and a written lease between tenant and landlord. Each provider offering rapid rehousing must reevaluate the need for continued assistance every 90 days. Continued assistance will be provided for up to three (3) months at a time. Eligibility and income shall be reviewed no less frequently than annually. Participants in rapid rehousing are required to meet with case managers no less frequently than monthly.

NOT ALLOWABLE: Mortgage and mortgage arrearage payments.

- **Homelessness Prevention** – People who qualify as ‘at risk of homelessness,’ based on categories (2 or 4) of the “homeless” definition or based on the “At risk of homelessness” definition found at 24 CFR 576.2 and who reside in a housing unit that meets HUD’s habitability and lead-based paint standards and have an annual income below 30% of Area Median Income (AMI), are eligible for the following services, in compliance with federal ESG rules (24 CFR 576.103, 576.105, 576.106):

- **Housing Relocation and Stabilization Services:** *moving costs, rent application fees, security deposits, last month's rent, utility deposits, utility payments, housing search/placement, housing stability case management, mediation and legal services, credit repair/budgeting/money management*
- **Rental Assistance:** *short-term (up to 3 months) and medium-term (4-24 months) rental assistance, up to 24 months total during a 3-year period in tenant-based or project-based housing*

The 24 months may include a one-time payment for up to 6 months of rent arrears on the tenant's portion of the rent. Rent amount must meet the federal requirements for Fair Market Rent (24 CFR 888) and the HUD standard for rent reasonableness (24 CFR 982.507). There must be a rental agreement between the landlord and agency and a written lease between tenant and landlord.

NOT ALLOWABLE: Mortgage and mortgage arrearage payments.

- **Transitional Housing.** Transitional housing facilitates the movement of homeless individuals and families to permanent housing within 24 months of entering the housing. Eligible persons for transitional housing meet the homeless definition based on categories 1, 2 and 4. Providers of transitional housing services shall arrange for or make available services to participants to assist them in securing permanent housing within specified time periods. Transitional housing may be provided in scatter site or single site locations. Individuals and families assisted in transitional housing shall be provided housing accommodations as well as a services program intended to address issues that may hinder the household from obtaining or maintaining stable long term housing.
- **Permanent Supportive Housing for Persons with Disabilities.** Eligible households include individuals with disabilities and families in which one adult or child has a disability. To be served households must also meet the definition of homelessness according to category 1 and 4. Supportive services designed to meet the needs of program participants must be made available to participants. Permanent supportive housing may be provided on a scatter site or single site basis using tenant based rental assistance, leasing or operating costs to support the operations of a supportive housing facility as well as supportive services to meet resident needs.

Any permanent support housing developed in the continuum of care is required to follow the Housing First model described in these standards.

COORDINATED ASSESSMENT:

Minimum standards for centralized or coordinated assessment system are:

- Once the Continuum of Care has developed and adopted a centralized or coordinated assessment system in accordance with HUD's requirements (24 CFR Part 578) all

providers within the Continuum of Care's area, except for victim service providers, shall use that assessment system.

- A victim service provider may choose not to use the Continuum of Care's assessment system. However, all victim service providers are required to use a centralized or coordinated assessment system that meets HUDS's minimum requirements.
 - This shall include the use of a standardized assessment tool by all providers to determine the appropriate intervention to address the episode of homelessness and the prioritization of individuals and families for assistance based on the severity of their service needs and the length of time homeless.
 - Ongoing training and support will be provided to all CoC and ESG funded providers in the assessment, prioritization and placement process.
-

PROGRAM COORDINATION:

Minimum standards for program coordination consist of on-going system and program coordination and integration of ESG and CoC funded activities to the maximum extent practicable with the following:

- a. Emergency shelter providers, essential services providers, homelessness prevention, transitional housing, permanent supportive housing and rapid rehousing assistance providers;
- b. Other homeless assistance providers, including:
 - HUD-Veterans Affairs Supportive Housing (HUD-VASH);
 - Education for Homeless Children and Youth Grants for State and Local Activities (McKinney-Vento Homeless Assistance Act);
 - Grants for the Benefit of Homeless Individuals;
 - Healthcare for the Homeless;
 - Programs for Runaway and Homeless Youth;
 - Projects for the Assistance in the Transition from Homelessness;
 - Services in Supportive Housing Grants;
 - Emergency Food and Shelter Program;
 - Transitional Housing Assistance Grants for Victims of Sexual Abuse, Domestic Violence, and Stalking Program;
 - Homeless Veterans Reintegration Program;
 - Domiciliary Care for Homeless Veterans Program;
 - VA Homeless Providers Grant and Per Diem Program;
 - Health Care for Homeless Veterans Program;
 - Homeless Veterans Dental Program;
 - Supportive Services for Veterans Families Program; and
 - Veterans Justice Outreach Initiative

- c. Mainstream service and housing providers:
 - Public housing programs assisted under section 9 of the U.S. Housing Act of 1937;
 - Housing programs receiving Section 8 tenant based or project based assistance;
 - Supportive Housing for Persons with Disabilities;
 - HOME Investment Partnerships Program;
 - Temporary Assistance for Needy Families;
 - Health Center Program;
 - State Children’s Health Insurance Program;
 - Head Start;
 - Mental Health and Substance Abuse Block Grants;
 - Services funded under the Workforce Investment Act; and
 - State Housing Related Assistance Program for Adults with Serious Mental Illness

 - d. Continuum of Care (CoC) Networks:
 - Local Continuum of Care (CoC) meetings – *Nebraska has seven geographic regions, each has a Local CoC;*
 - Governor’s Commission on Housing and Homelessness (includes provider representatives); and
 - Various other committees, task forces and workgroups.
-

HMIS:

Minimum standards for ESG data are:

- Providers, except for victim service providers shall actively utilize the Homeless Management Information System (HMIS), to enter data on people served and assistance provided under ESG.
- Victim service providers shall actively utilize a comparable data system that meets HUD’s standards (24 CFR 576.107).
- Every four years, the Lincoln CoC will engage in a procurement process to select the HMIS lead and to manage the HMIS system. The HMIS lead will be responsible for CoC, ESG, and NHAP HMIS activities. Continuity is a critical factor in a well-run HMIS system; therefore preference in the procurement may be granted to the existing provider.
- The HMIS provider will recommend to the CoC an HMIS software solution for the CoC.
- The HMIS lead is responsible for:
 - Maintaining and updating the HMIS data system
 - Providing training and support to all HMIS users
 - Supporting a HMIS coordinator in each of the CoC’s regions
 - Generating regular reports based on HMIS data including counts of homeless persons and performance reports on CoC and ESG funded providers.
 - Providing reports to HUD as required including the Annual Homelessness Assessment Report (AHAR).

- The CoC has also designated the HMIS lead to assist in implementing the system of coordinated access to be used in the CoC.
-

INCOME DETERMINATION:

Minimum standards for determination of an individual or family's annual income consist of calculating income in compliance with 24 CFR 5.609. Annual income is defined as:

Annual income means all amounts, monetary or not, which:

- (1) Go to, or on behalf of, the family head or spouse (even if temporarily absent) or to any other family member; or
- (2) Are anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date; and
- (3) Which are not specifically excluded in paragraph (c) of 24 CFR 5.609.
- (4) Annual income also means amounts derived (during the 12-month period) from assets to which any member of the family has access.

Individuals and families assisted under ESG are required to have annual incomes at or below 30% of Area Median. There are no income limits for CoC assistance but in all instances in which participants are charged rent or occupancy charges, the amount charged must be based on participant's verified annual income for all sources.

In verifying income, ESG and CoC funded providers are required to obtain third party verification whenever possible. Self-certification or verification is to be accepted only when all efforts have been made to obtain third party verification have not produced results.

CONNECTION WITH OTHER RESOURCES:

Minimum standards for connection with other resources consist of assisting each participant to obtain, if applicable:

- Appropriate support services including:
 - Permanent housing;
 - Medical health treatment;
 - Behavioral health services;
 - Counseling;
 - Supervision; and
 - Other services needed for independent living.
- Other governmental and private assistance available to help with housing stability including:
 - Medicaid;
 - Medicare
 - Supplemental Nutrition Assistance Program;
 - Women, Infants and Children (WIC);
 - Federal-State Unemployment Insurance Program;
 - Supplemental Security Income (SSI);

- Social Security Disability Insurance (SSDI);
 - Child and Adult Care Food Program; and
 - Other available assistance.
-

TERMINATION OF ASSISTANCE:

Minimum standards for termination of assistance are:

- **In general** – If a program violation occurs and the provider terminates assistance as a result, the termination shall follow an established process that recognizes the rights of the individuals affected. Termination shall only occur in the most severe cases after other remedies have been attempted.
 - **Due process rights for individuals and families facing program termination** – When an ESG or CoC funded homeless assistance program seeks to terminate participation for any household, the required formal process shall minimally consist of:
 - Written notice clearly stating the reasons for termination;
 - Review of the decision that gives the participant opportunity to present objections to the decision and to have representation. Any appeal of a decision shall be heard by an individual different from and not subordinate to the initial decision-maker; and
 - Prompt written notice of the final decision on the appeal.
 - **Ability to provide further assistance** – Termination will not bar the provider from providing later additional assistance to the same family or individual.
-

LEAD-BASED PAINT:

Minimum standards for all shelters and program participant-occupied housing consist of compliance with the lead-based paint remediation and disclosure requirements identified in 24 CFR 576.403, including the Lead-Based Paint Poisoning Prevention Act (42 USC 4821-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 USC 4851-4856) and implementing regulations in 24 CFR part 35, subparts A, B, H, J, K, M and R.

SAFETY, SANITATION & PRIVACY:

Minimum standards for all shelters and program participant-occupied housing consist of compliance with the safety, sanitation & privacy requirements identified in 24 CFR 576.403 and 578.75, including:

Minimum standards for emergency shelters:

Any building for which ESG funds were used for conversion, major rehabilitation or other renovation or that receives ESG assistance for shelter operations shall meet state/local government safety and sanitation standards, as well as the following:

- **Structure and materials**–The building must be structurally sound, protect participants from the elements and not pose any threats to their health or safety.

- Products and appliances–Any ESG funded renovation, including major rehabilitation and conversion, must use Energy Star and WaterSense products/appliances.
- Access–The shelter must comply with the applicable Rehabilitation, Fair Housing and Americans with Disabilities Acts and implementing regulations.
- Space and security–Unless it is a day shelter, it must provide appropriate places to sleep, adequate space, and security for residents and their belongings.
- Interior air quality–Each shelter room/space must have proper ventilation and be pollutant free.
- Water supply–Must be free of contamination.
- Sanitary facilities–Each participant must have access to sufficient, sanitary facilities that are in proper operating condition, private and adequate for personal cleanliness and disposal of human waste.
- Thermal environment–The shelter must have the necessary, properly operating heating/cooling facilities.
- Illumination and electricity–The shelter must have adequate and appropriate lighting and safe electrical sources.
- Food preparation–Any food preparation areas must be able to store, prepare, and serve safe and sanitary food.
- Sanitary conditions–The shelter must be in sanitary condition.
- Fire safety–Each occupied unit of the shelter must have at least one working smoke detector and when possible they should be near sleeping areas. The fire alarm system must be designed for hearing-impaired residents. All public areas must have at least one working detector and there must be a second means of exiting the building in the event of an emergency.

Minimum standards for permanent and transitional housing – Providers shall not use ESG or CoC funding to help someone remain or move into housing if the housing does not meet the following minimum habitability standards.

- Structure and materials–The building must be structurally sound, protect participants from the elements and not pose any threats to their health or safety.
- Space and security–Each resident must have adequate space and security for themselves and their belongings and an acceptable place to sleep.
- Interior air quality–Each room or space must have proper ventilation and be pollutant free.
- Water supply–Must be free of contamination.
- Sanitary facilities–Residents must have access to sufficient, sanitary facilities that are in proper operating condition, private and adequate for personal cleanliness and disposal of human waste.
- Thermal environment–The housing must have the necessary, properly operating heating/cooling facilities.
- Illumination and electricity–The structure must have adequate and appropriate lighting and safe electrical sources.
- Food preparation–All food preparation areas contain suitable space and equipment to store, prepare, and serve safe and sanitary food.

- Sanitary conditions–The housing must be in sanitary condition.
 - Fire safety:
 - There must be a second means of exiting the building in the event of an emergency.
 - Each unit must include at least one properly working smoke detector on each occupied level of the unit, located when possible in a hallway adjacent to a bedroom.
 - If the unit is occupied by a hearing-impaired person, smoke detectors must have an alarm system designed for hearing-impaired persons in each bedroom he or she occupies.
 - The public areas of the housing must be equipped with a sufficient number of detectors, but not less than one for each area.
-

CONFLICTS OF INTEREST:

Minimum standards for conflicts of interest are:

Organizational conflicts of interest:

- ESG and CoC assistance will not be contingent on the individual’s or family’s acceptance or occupancy of emergency shelter or housing owned by the provider or a provider’s subsidiary or parent.
- No provider, with respect to individuals or families occupying housing owned by the provider or a provider’s subsidiary or parent, will carry out the initial evaluation under 24 CFR 576.401 or administer homelessness prevention assistance under 24 CFR 576.103.

Individual conflicts of interest:

- When procuring goods and services, the provider will comply with codes of conduct and conflict of interest requirements under 24 CFR 84.42 (private non-profit) or 24 CFR 85.36 (government).

All transactions/activities:

- No CoC board member may participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefits to the organization that the member represents.
 - **Conflicts prohibited** – No person involved with the ESG or CoC programs or who is in a position to participate in a decision-making process or gain inside information regarding the program’s activities, shall obtain a financial interest or benefit from an assisted activity; have a financial interest in any related contract, subcontract, or assisted activity; or have a financial interest in the activity’s proceeds (either himself or herself or those with whom he or she has family or business ties) during his or her tenure or for one year following tenure.
 - **Persons covered** – These conflict of interest provisions apply to any employee, agent, consultant, officer or elected or appointed official of the provider’s agency.
 - **Exceptions** – A provider may request an exception to these provisions from HUD, only if he or she meets the threshold requirements identified in 24 CFR 576.404 and/or 578.95(d)(2)
-

HOMELESS PARTICIPATION:

Minimum standards for homeless participation are:

- Each funded provider of CoC or ESG assistance must provide for the participation of not less than one homeless individual or formerly homeless individual on the board of directors or equivalent policymaking entity of the provider. (24 CFR 578.75(g))
- To the maximum extent possible, the provider shall involve homeless individuals and families in paid or volunteer work on the ESG or CoC funded facilities, in providing services under ESG or CoC and in providing services for occupants of ESG or CoC funded facilities (24 CFR 576.405 and 578.75).

FAITH-BASED ACTIVITIES:

Minimum standards for faith-based activities (24 CFR 576.406 and 578.87) are:

- Providers receiving ESG/CoC funding shall not engage in inherently religious activities as part of the ESG/CoC-funded programs or services. Such activities must be offered separately from ESG/CoC-funded programs and services and participation must be voluntary.
- A religious organization receiving ESG/CoC funding retains independence from government and may continue with its mission provided that ESG/CoC funds are not used to support inherently religious activities. An ESG/CoC-funded organization retains its authority over its internal governance.
- An organization receiving ESG/CoC funding shall not discriminate against a participant or prospective participant based on religion or religious beliefs.
- ESG/CoC funding shall not be used for the rehabilitation of structures used specifically for religious activities, but may be used for rehabilitating structures that are used for ESG/CoC-eligible activities.

PROHIBITION AGAINST INVOLUNTARY FAMILY SEPARATION. The age and gender of a child under age 18 must not be used as a basis for denying any family's admission to any housing or shelter receiving funding from either ESG or CoC (578.93(e))

NONDISCRIMINATION/EQUAL OPPORTUNITY/AFFIRMATIVE OUTREACH:

Minimum standards shall comply with the requirements for nondiscrimination, equal opportunity and affirmative outreach identified in §576.407 and 578.93(a-b).

PROGRAM INCOME:

Minimum standards for private non-profit organizations for program income earned during the project period are that the program income shall be retained and used to finance the non-Federal share of the project or program. Records of the receipt and use of program income shall be retained. Program income may not be used to meet matching funding requirements.

RECOVERED MATERIALS:

Minimum standards for the procurement of recovered materials shall comply with the requirements identified in §576.407(f) and 578.99(b), including that the recipient and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

DISPLACEMENT: Minimum standards for minimizing the displacement of persons (families, individuals, businesses, nonprofit organizations and farms) as a result of a project assisted under ESG and/or CoC shall comply with §576.408 and/or 578.83 and consist of:

Minimizing displacement – Consistent with ESG/CoC goals and objectives, the providers shall minimize displacing people as a result of ESG/CoC-funded projects.

Temporary relocation not permitted - No temporary relocation shall be required for an ESG/CoC-funded project. When a tenant has to move for an ESG/CoC-funded project, the tenant shall be treated as permanently displaced and offered relocation assistance and payments.

Relocation assistance for displaced persons -

In general – A displaced person shall be provided relocation assistance and advised of his or her Fair Housing Rights.

Displaced Person - A “displaced person” is defined as any person that moves from a permanent home as a result of ESG/CoC-funded acquisition, rehabilitation, or demolition of a project.

A person does not qualify as a “displaced person” if the person:

- Was evicted based on a violation of the lease or occupancy agreement; violation of the law; and the recipient determines that the eviction was not undertaken to evade the obligation to provide relocation assistance.
- Moved into the property after the application was submitted but was provided with written notice that he or she would not qualify as a “displaced person.”
- The person is ineligible under 49 CFR 24.2.
- HUD determines that the person was not displaced as a result of the project.

The State or the provider may request that HUD determine whether or not a displacement would be covered by this rule.

Real property acquisition requirements – The acquisition of real property for an ESG/CoC funded project is subject to the URA and Federal government wide regulations.

Appeals - A person who disagrees with the recipient’s determination concerning whether the person qualifies as a displaced person, or the amount of relocation assistance may file a written appeal. A low-income person who disagrees with the

recipient's determination may submit a written request for review of that determination by HUD.

RECORDS & RECORDKEEPING:

Minimum standards shall ensure sufficient written records are established and maintained to enable the State and HUD to determine whether ESG/CoC requirements are being met and comply with §576.500 and 578.103, including the following:

- CoC records shall include the following documentation related to establishing and operating the Continuum of Care:
 - Evidence that the Board selected meets the requirements of 578.5(b);
 - Evidence that the CoC has been established and operated as set forth in subpart B of 24 CFR part 578 including published agendas and meeting minutes, an approved Governance Charter that is reviewed and updated annually, a written process for selecting a board that is reviewed and updated at least every five years, evidence required for designating a single HMIS for the CoC, and monitoring reports of recipients and sub-recipients.
 - Evidence that the CoC has prepared the HUD application for funds in accordance with 578.9
- Program participant records shall include written:
 - Determination and verification/certification that the program participant met the criteria for being Homeless or At Risk of Homelessness and that an effort was made to obtain written third-party verification, when possible and applicable.
 - For CoC funded projects, acceptable evidence of homeless status as set forth in 576.500(b).
 - Determination and verification/certification that the program participant was eligible or ineligible for the particular services and/or financial assistance
 - Determination and verification/certification that the program participant lacked sufficient resources and support networks to provide the assistance
 - Determination and verification/certification that the program participant met income requirements and that an effort was made to obtain written third-party verification, when possible and applicable. This includes annual documentation of income for each program participant who receives housing assistance where rent or an occupancy charge is paid by the program participant.
 - Determination and verification/certification that the only households served through permanent supportive housing meet HUD's requirements of having a family member be a person with disabilities.
 - Identification of the specific services and financial assistance amounts that were provided to the program participant
 - When applicable, verification that the services were terminated in compliance with 576.402 and/or 578.91.

- When adopted by the Continuum of Care, a copy of the CoC-approved centralized or coordinated assessment of the program participant
 - Copies of written leases and rental agreements, documentation of payments made, including dates of occupancy, and compliance with fair market rent, rent reasonableness and utility allowance requirements
 - Determination and verification that the housing unit met HUD's habitability and lead-based paint standards
 - Copy of individualized housing stability plan
 - Notes verifying case management services were provided at least monthly, unless exempt from this requirement
 - Notes verifying program participant's eligibility was re-evaluated at least every 3 months for homelessness prevention services or at least annually for rapid rehousing services
 - Notes verifying program participant was assisted to obtain necessary mainstream and other resources
- Program policies and procedures shall indicate:
 - Services are coordinated with Continuum(s) of Care, other homeless assistance/prevention programs and mainstream service and assistance programs
 - Compliance with HUD's ESG (24 CFR 576 and 578) requirements for:
 - Shelter and housing standards
 - Conflict of interest
 - Homeless participation
 - Faith-based activity
 - Nondiscrimination, equal opportunity and affirmative outreach
 - Uniform administrative rules (24 CFR part 84)
 - Environmental review
 - Lobbying and disclosure (24 CFR part 87)
 - Displacement, relocation and acquisition
 - Procurement (24 CFR 84.40-84.48)
 - Program participant records are kept secure and confidential
 - Participation in HMIS or comparable database
- Financial records shall include:
 - Supporting documentation for all costs charged to ESG or CoC grant
 - Documentation showing ESG or CoC funds were spent on allowable costs in accordance with the requirements for eligible activities and costs principles
 - Documentation of the receipt and use of program income
 - Documentation of the receipt and use of matching funds
 - Copies of procurement contracts

STREET OUTREACH STANDARDS

MINIMUM STANDARDS:

Targeting/Engagement:

Providers of Street Outreach services shall target unsheltered homeless individuals and families, meaning those with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station airport or camping ground.

Assessment/Service Provision/Referral/Prioritization:

- Individuals and families shall be offered an initial need and eligibility assessment and qualifying program participants, including those meeting special population criteria, will be offered the following Street Outreach services, as needed and appropriate: engagement, case management, emergency health and mental health, transportation services.
- When appropriate based on the individual's needs and wishes, the provision of or referral to rapid rehousing services that can quickly assist individuals to obtain safe, permanent housing shall be prioritized over the provision of or referral to emergency shelter or transitional housing services.

EMERGENCY SHELTER STANDARDS

MINIMUM STANDARDS:

- **Admission:**
Providers of Emergency Shelter services shall admit individuals and families who meet the HUD definition of “homeless,” as specified in 24 CFR 576.2 (1, 2, & 4) and agencies’ eligibility criteria.
- **Assessment:**
Individuals and families shall be offered an initial need and eligibility assessment and qualifying program participants, including those meeting special population criteria, will be offered Emergency Shelter services, as needed and appropriate. Assessment shall be based on the coordinated assessment process employed by the CoC.
- **Prioritization/Diversion/Referral:**
When appropriate based on the individual’s needs and wishes, the provision of or referral to Homeless Prevention or Rapid Rehousing services that can quickly assist individuals to maintain or obtain safe, permanent housing shall be prioritized over the provision of Emergency Shelter or Transitional Housing services.
- **Reassessment:**
Program participants will be reassessed as case management progresses, based on the individual service provider’s policies.
- **Discharge/Length of Stay:**
Program participants shall be discharged from Emergency Shelter services when they choose to leave or when they have successfully obtained safe, permanent housing. Any Length of Stay limitations shall be determined by the individual service provider’s policies and clearly communicated to program participants. Providers of shelter services are strongly encouraged not to discharge individuals and families who have not secured permanent housing and maintain those households in shelter until they can be placed in appropriate permanent housing.
- **Safety and Shelter Safeguards for Special Populations:**
Safety and Shelter Safeguards shall be determined by the individual Special Population service provider’s policies and clearly communicated to program participants.

HOMELESSNESS PREVENTION AND RAPID RE-HOUSING STANDARDS

ELIGIBILITY/PRIORITIZATION:

Minimum standards for determining and prioritizing which eligible families and individuals shall receive homelessness prevention assistance and which eligible families and individuals shall receive rapid rehousing assistance are:

- **Rapid Re-housing (RR)** – To be eligible for RR Housing Relocation and Stabilization Services and Short-term and Medium-term Rental Assistance, people must:
 - Meet the federal criteria under category (1) of the “homeless” definition in 24 CFR 576.2 [ESG funded programs]
 - Meet the criteria under category (4) of the “homeless” definition in 24 CFR 576.2 and live in an emergency shelter or other place described in category (1) of the “homeless” definition. [ESG funded programs]
 - Program participant’s annual income, at annual review must be less than or equal to 30% of the Area Median Income [ESG Funded programs only]
 - Meet the federal requirements under categories 1, 2, or 4. (literally homeless, imminently losing primary nighttime residence, and fleeing domestic violence) for CoC funded projects
 - All participants must lack sufficient resources or support networks to retain housing without ESG or CoC assistance.
- **Homelessness Prevention (HP) ESG** – To be eligible for HP Housing Relocation and Stabilization Services and Short-term and Medium-term Rental Assistance, people must require HP services to prevent moving into an emergency shelter or another place described in category (1) of the “homeless” definition in 24 CFR 576.2, have an annual income below 30% of the median income for the area and:
 - Meet the federal criteria under the “at risk of homelessness” definition in 24 CFR 576.2 OR
 - Meet the criteria in category (2), or (4) of the “homeless” definition in 24 CFR 576.2.
- **Priority populations for Rapid Rehousing.**
In providing rapid rehousing assistance, providers shall prioritize the following sub-populations:
 - Families with children;
 - Domestic violence survivors;
 - Single persons without long term disabilities; and
 - Veterans, especially those persons who have served in the US military but are not eligible for services from the Department of Veterans Affairs (VA) or who are unable to access services from the VA.

PARTICIPANT CONTRIBUTION:

Minimum standards for determining what percentage or amount of rent and utilities costs each program participant shall pay while receiving homelessness prevention or rapid rehousing assistance are:

- Participant's income shall be verified prior to approval for initial and additional financial assistance. Documentation of the participant's income and expenses, including how the participant is contributing to housing costs, if at all, shall be maintained in participant's file. This file shall also contain a plan to sustain housing following the assistance, including either a plan to increase income or decrease expenses or both.
- Participants are not required to contribute rent. Providers funded under ESG or CoC may pay up to 100 percent of the reasonable rent and utility costs for program participants. Providers may, at their discretion, choose to impose rental charges on participants. In the event that providers elect to charge rent or occupancy charges, these charges may not exceed those established in 24 CFR 578.77.
- Any additional requirements regarding the percentage or amount of rent and utilities costs each program participant shall pay shall be determined by the individual service provider's policies and clearly communicated to program participants.

RENTAL ASSISTANCE DURATION AND ADJUSTMENT:

Minimum standards for determining how long a particular program participant shall be provided with rental assistance and whether and how the amount of that assistance shall be adjusted over time are:

- Participants receive approval for the minimum amount of financial assistance necessary to prevent homelessness. Documentation of financial need shall be kept in the participant's file for each month of financial assistance received. Participants shall not be approved for more rental assistance than can be justified given their income and expenses at a given time.
- Approval for rental assistance shall be granted in three month increments. Providers must re-assess the continuing need for rental assistance before approving an additional three month increment. In no event will assistance under rapid rehousing exceed 24 months in any 36 month period.
- Any additional requirements regarding how long a program participant shall be provided with rental assistance and whether and how the amount of that assistance shall be adjusted over time shall be determined by the individual service provider's policies and clearly communicated to program participants.

SERVICE TYPE, AMOUNT & DURATION:

Minimum standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid rehousing assistance that each program participant shall receive, such as the maximum amount of assistance, maximum number of months the program participant may receive assistance; or the maximum number of times the program participant may receive assistance are:

- **Financial Assistance:**

- **Use with other subsidies** – Payment for Financial Assistance costs shall not be provided to a participant who is receiving the same type of financial assistance through other public sources or to a participant who has been provided with replacement housing payments under the URA, during the period of time covered by the URA payments.
- **Rental application fees [ESG only]** – Payment shall only be made for fees charged by the owner to all applicants.
- **Security deposits** – Payment shall not exceed two (2) month’s rent.
- **Last month’s rent** – Payment shall not exceed one (1) month’s rent and shall be included in calculating the participant’s total rental assistance.
- **Utility deposits [ESG/CoC]** – Payment shall only be made for gas, electric, water and sewage deposits.
- **Utility payments [ESG only]:**
 - Payment shall not exceed 24 months per participant, including no more than 6 months of utility payments in arrears, per service.
 - A partial payment counts as 1 month.
 - Payment shall only be made if the utility account is in the name of the participant or a member of the same household.
 - Payment shall only be made for gas, electric, water and sewage costs.
 - Participants shall not receive more than 24 months of utility assistance within any 3-year period.
- **Moving costs [ESG/CoC]** – reasonable one-time moving expenses are eligible.

- **Housing Relocation and Stabilization Services:**

- **Housing search and placement services** – Payment shall only be made for assisting participants to locate, obtain and retain suitable permanent housing through provision of the following services:
 - Assessment of housing barriers, needs and preferences
 - Development of an action plan for locating housing
 - Housing search
 - Outreach to and negotiation with owners
 - Assistance with submitting rental applications and understanding leases
 - Assessment of housing for compliance with ESG requirements for habitability, lead-based paint and rent reasonableness
 - Assistance with obtaining utilities and making moving arrangements
 - Tenant counseling

Payment for housing search and placement services shall not exceed 24 months during any 3-year period.

- **Housing stability case management** – Payment shall only be made for assessing, arranging, coordinating and monitoring the delivery of individualized services to facilitate housing stability for a participant who resides in permanent housing or

to assist a participant in overcoming immediate barriers to obtaining housing through provision of the following services:

- Using the centralized or coordinated assessment system
- Conducting the initial evaluation, including verifying and documenting participant eligibility
- Counseling
- Developing, securing and coordinating services and obtaining Federal, State and local benefits
- Monitoring and evaluating participant progress
- Providing information and referral to other providers
- Developing an individualized housing and service plan
- Conducting re-evaluations

Payment for housing stability case management services provided while the participant is seeking permanent housing shall not exceed 30 days.

Payment for housing stability case management services provided while the participant is living in permanent housing shall not exceed 24 months.

- **Mediation [ESG only]** – Payment shall only be made for the cost of mediation between the participant and the owner or person with whom the participant is living, if it is necessary to prevent the participant from losing the permanent housing where he/she resides. Payment for mediation services shall not exceed 24 months during any 3-year period.
- **Legal services** – Payment shall only be made for the cost of legal services, if they are necessary to resolve a legal problem that prohibits the participant from obtaining permanent housing or will likely result in the participant losing the permanent housing where he/she resides. Payment for legal services shall not exceed 24 months during any 3-year period. Assistance may NOT be provided for immigration and citizenship matters. Payment arrangements may NOT include retainer or contingency fee agreements. Eligible subject matters for legal services include: child support, guardianship, paternity, emancipation, legal separation, orders of protection for victims of domestic violence, appeal of benefit claim denials, landlord tenant disputes and resolution of outstanding criminal warrants. Only approved Legal Services provider through NHAP can provide ESG legal services.
- **Credit repair [ESG only]** – Payment shall only be made for the cost of assisting the participant in obtaining skills related to household budgeting, managing money, accessing a free personal credit report and resolving personal credit problems. Payment will not be made for a debt or modification of a debt. Payment for credit repair services shall not exceed 24 months during any 3-year period.

- **Rental Assistance:**

- Payment shall not exceed 24 months total during a 3-year period in tenant-based or project-based (ESG only) housing.
- Payment for short-term rental assistance shall not exceed 3 months.
- Payment for medium-term rental assistance shall be for more than 3 months, but shall not exceed 24 months.
- Payment for rent arrears shall not exceed 6 months and shall be a one-time payment, including any late fees [ESG funded projects only – CoC not eligible]
- Except for a one-time payment of rental arrears on the participant’s portion, payment shall not be provided to a participant who is receiving tenant-based rental assistance or living in a unit receiving project-based assistance or to a participant who has been provided with replacement housing payments under the URA, during the period of time covered by the URA payments. [ESG only]
- Payment shall not exceed the Fair Market Rent established by HUD and shall comply with HUD’s standard of rent reasonableness (24 CFR 982.507).
- Calculation of the rental payment amount shall only include monthly rent for the unit, any occupancy fees under the lease (except for pet and late fees) and if the participant pays separately for utilities, the monthly utility allowance established by the public housing authority for the area in which the housing is located.
- Payment for shall only be made when there is a rental assistance agreement between the agency and the owner, which sets forth the terms under which rental assistance will be provided, including the prior requirements; a requirement that the owner provide the subrecipient with a copy of any notice to vacate given to the participant or any complaint used to commence an eviction action; and the same payment due date, grace period and late payment penalty requirement as the participant’s lease.
- Payment of any late payment penalties incurred by the agency shall not be claimed for reimbursement.
- Payment shall only be made when there is a legally binding, written lease for the rental unit between the participant and the owner, except for payment of rental arrears (ESG only).
- Payment shall only be made for units that have been inspected for HUD Housing Quality Standards and re-inspected no less frequently than annually. Rental assistance shall not be paid on behalf of any unit that does not meet Housing Quality Standards.

- **Tenant-Based Rental Assistance**

The rental assistance agreement with the unit owner shall be terminated without further payment if:

- The participant moves out of the unit
- The lease terminates and is not renewed
- The participant becomes ineligible to receive ESG/CoC rental assistance

- **Project-Based Rental Assistance [ESG only]**

Payment shall only be made under the following conditions:

- The lease has an initial term of one year
- The rental assistance agreement covers one or more permanent housing units in the same building
- Each unit covered by the agreement is only occupied by participants
- Payment will only be made for up to 100% of the first month's rent, if the participant signs a lease and moves into the unit before the end of the month

Any additional requirements regarding the type, amount, and duration of housing stabilization and/or relocation services that will be provided to a program participant, including any limitations shall be determined by the individual service provider's policies and clearly communicated to program participants.

RE-EVALUATIONS:

Minimum standards for completing eligibility re-evaluations of individuals and families are:

Timing:

- Homelessness Prevention – participants shall be re-evaluated not less than once every three months
- Rapid Rehousing – participants shall be re-evaluated not less than once annually

Eligibility:

- The participant shall have an annual income that is 30 percent of median family income for the area or less, as determined by HUD [ESG only]; and
- The participant shall lack sufficient resources and support networks necessary to retain housing without ESG/CoC assistance.

TRANSITIONAL HOUSING STANDARDS

ELIGIBILITY/PRIORITIZATION:

Minimum standards for determining and prioritizing which eligible families and individuals shall receive transitional housing are:

- To be eligible for transitional housing people must: Meet the federal criteria under category (1), (2) or (4) of the “homeless” definition in 24 CFR 576.2

Transitional housing shall be prioritized to serve the following populations of eligible homeless people:

- Youth
- Persons seeking to continue recovery in recovery-focused housing
- Institutional re-entry (may not be eligible for CoC funding but needed from people leaving criminal justice and mental health facilities)

- Persons fleeing domestic abuse or violence where it is not possible to find units for rapid rehousing

LIMITATION ON OCCUPANCY

No individual or family may be assisted in transitional housing for a period in excess of 24 months. No person shall be discharged from transitional housing into homelessness as a result of this limitation. Transitional housing programs are expected to place individuals and families into permanent housing within 12 months. Programs that maintain participants for longer than 24 months or those with over half their participants remaining for over 12 months may have their funding discontinued.

PARTICIPANT CONTRIBUTION

Individuals and families residing in transitional housing are not required to pay rent. Providers of transitional housing may impose occupancy charges. If the provider elects to charge rent or occupancy charges, the charges may not exceed those specified in 578.77.

PROGRAM FEES

No fee other than rent or occupancy charges as specified above may be charged to program participants. This includes meals, copayments for services, transportation and all other services that may be provided to program participants.

OCCUPANCY AGREEMENTS

All individuals and families served in transitional housing must be provided an occupancy agreement for a minimum of a monthly term and which can be renewed provided that the household does not remain in transitional housing for longer than 24 months. The agreement must specify the requirements for program participation. With the exception of programs providing recovery focused services for persons with substance use disorders, residents in transitional housing may not be required to participate in disability related services. Participants may be required to participate in services that are not disability related and may discharge participants for failure to participate in these services. No person may be terminated from transitional housing without first being provided the right to appeal that decision in accordance with the due process provisions at 24 CFR 578.91(b)

PERMANENT SUPPORTIVE HOUSING STANDARDS

ELIGIBILITY/PRIORITIZATION:

Minimum standards for determining and prioritizing which eligible families and individuals shall receive permanent supportive housing are:

- To be eligible for permanent supportive housing people must: Meet the federal criteria under category (1) or (4) of the “homeless” definition in 24 CFR 576.2. Eligible households include individuals with disabilities and families in which one adult or child has a disability.
- **Priority populations for Permanent Supportive Housing.** In providing permanent supportive housing, providers shall prioritize the following populations:
 - Persons who are highly vulnerable with severe service needs;
 - Those who have been homeless for the longest period of time or who have had repeated episodes of homelessness over an extended period.
 - Veterans.
- **Order of priority in CoC program funded permanent supportive housing beds dedicated to persons experiencing chronic homelessness, and PSH beds prioritized for occupancy by persons experiencing chronic homelessness.**
 - First priority: chronically homeless individuals and families with the longest history of homelessness and with the most severe service needs.
 - Second priority: chronically homeless families and individuals with the longest history of homelessness.
 - Third priority: chronically homeless individuals and families with the most severe service needs.
- **Order of priority in permanent supportive housing beds not dedicated or prioritized for persons experiencing chronic homelessness:**
 - First priority: homeless individuals and families with a disability and the most severe service needs;
 - Second priority: homeless individuals and families with a disability with a long period of continuous or episodic homelessness.
 - Third priority: homeless individuals and families with a disability with a long period of continuous or episodic homelessness.
 - Fourth priority: homeless individuals and families with a disability coming from transitional housing.
- **Single, Prioritized Wait List for Permanent Supportive Housing**
 - The LincolnCoC will establish a single, prioritized wait list for permanent supportive housing. The wait list will be prioritized according to the order of priority identified above. The single priority waitlist and referral process will allow CoC participants to exercise freedom of choice. Participants may be offered access to housing that is not within their home communities but shall not require participants to relocate in order to obtain housing assistance.
- **Housing First.** Providers of permanent supportive housing shall use the Housing First model as outlined below. Any new projects funded by the CoC must use the Housing First model. Any existing permanent supportive housing project that has indicated in application to HUD that it employs the Housing First model must follow the standards as set forth below. Existing permanent supportive housing projects that have not indicated Housing First are ‘grandfathered’ from this policy.
 - **Housing First projects:**

- Housing is not contingent on compliance with services – participants are provided with a standard one year lease agreement. The lease agreement can only be terminated in accordance with the State of Nebraska Uniform Residential Landlord and Tenant Act (76-1401 to 76-1449)
- Participants are provided with services and supports to help maintain housing and prevent eviction.
- There is no requirement for sobriety prior to being offered housing and admission shall not be conditioned on credit or background checks. Criminal backgrounds will be considered only to the extent necessary to protect safety and well-being.
- Participants shall be given choice in their housing subject to program limitations.
- Participants are not required to participate in services but providers are required to persistently and consistently seek to engage participants.
- Providers are encouraged to support staff in implementing Evidence Based Practices that support Housing First (Critical Time Intervention, Motivational Interviewing, Stages of Change)
 - Projects that are designated as Housing First shall be contractually obligated to follow these principles and will be subject to monitoring.
 - o Payment for rental assistance shall only be made when there is a rental assistance agreement between the agency and the owner, which sets forth the terms under which rental assistance will be provided, including the prior requirements; a requirement that the owner provide the subrecipient with a copy of any notice to vacate given to the participant or any complaint used to commence an eviction action; and the same payment due date, grace period and late payment penalty requirement as the participant’s lease.
 - o Payment of any late payment penalties incurred by the agency shall not be claimed for reimbursement.
 - o Payment shall only be made when there is a legally binding, written lease for the rental unit between the participant and the owner.
 - o Payment shall only be made for units that have been inspected for HUD Housing Quality Standards and re-inspected no less frequently than annually. Rental assistance shall not be paid on behalf of any unit that does not meet Housing Quality Standards.

PARTICIPANT CONTRIBUTION

Individuals and families residing in permanent supportive housing are required to pay rent. Rent charges may not exceed those specified in 578.77.

PROGRAM FEES

No fee other than rent or occupancy charges as specified above may be charged to program participants. This includes meals, copayments for services, transportation and all other services that may be provided to program participants

***Lincoln Homeless Coalition Management Information System
Memorandum of Understanding between
Lincoln Homeless Coalition - Continuum of Care and the
University of Nebraska – Lincoln – Center on Children, Families, and the Law***

A. Purpose and Scope

The purpose of this Memorandum of Understanding is to confirm agreements between the Lincoln Homeless Coalition Continuum of Care and the University of Nebraska - Lincoln - Center on Children, Families, and the Law in connection with the Homeless Management Information System. As such, the Memorandum of Understanding sets forth the general understandings, and specific responsibilities of each party relating to key aspects of the governance and operation of the Homelessness Management Information System. This agreement is effective on October 12th, 2012.

B. Background

The Homeless Management Information System (HMIS) is a collaborative project of the Lincoln Homeless Coalition Continuum of Care, the University of Nebraska - Lincoln - Center on Children, Families, and the Law (CCFL), and participating Partner Agencies. HMIS is a computerized data collection application designed to capture information about homeless people and homeless programs over time. HMIS is mandated by the U.S. Department of Housing and Urban Development (HUD) for all communities and agencies receiving HUD Continuum of Care (CoC) homeless assistance funds and Emergency Solutions Grant (ESG) funds. HMIS is essential to efforts to streamline client services and inform public policy. Through HMIS, homeless people benefit from improved coordination in and between agencies, informed advocacy efforts, and policies that result in targeted services. Analysis of information gathered through HMIS is critical to the preparation of a periodic accounting of homelessness in the Lincoln, which may include measuring the extent and nature of homelessness, the utilization of services and homeless programs over time, and the effectiveness of homeless programs. Such an unduplicated accounting of homelessness is necessary to service and systems planning, effective resource allocation, and advocacy. The parties to this Memorandum of Understanding (MOU) share a common interest in collaborating to successfully implement and operate a HMIS in Lincoln.

Lincoln Homeless Coalition Continuum of Care is a communitywide collaborative that works to provide a range of homeless housing and services. The continuum of care system components includes prevention, emergency shelter, transitional housing, permanent affordable / permanent supportive housing, and supportive services at each stage, specialized programs and outreach for each homeless subpopulations, and integration with “mainstream” programs. HMIS enables homeless service providers to collect uniform client information over time. Analysis of information gathered through HMIS is critical to accurately calculate the size, characteristics, and needs of the homeless population; these data are necessary to service and systems planning, and advocacy.

The University of Nebraska – Lincoln – Center on Children, Families, and the Law, CCFL, was established in 1987 as a home for interdisciplinary research, teaching, and public service on issues related to child and family policy and services. Since 2003 CCFL has administered the Community Services Management Information System (CS-MIS) as part of their public service and research efforts in the City of Lincoln and the State of Nebraska.

CCFL is a charter member in the Nebraska Management Information System, NMIS, a 501c3 in the State of Nebraska. NMIS provides infrastructure and overarching system support including standard policies and procedures for the implementation of the community services management information system, including HMIS. The NMIS is managed and provided direction through the NMIS Board of Directors which is made up of community service agencies and management information system lead agencies that are appointed from each of the three Continua of Care in the State of Nebraska, Lincoln, Balance of State, and Omaha (Metro Area Continuum of Care for the Homeless).

C. General Understandings

1. Homeless Action Partnership Governance

Lincoln Homeless Coalition Continuum of Care is the lead-planning group for efforts to end homelessness and for implementing and operating a homeless CoC system in the Lincoln community. As such and under HUD policy, the Lincoln Homeless Coalition Continuum of Care is responsible for HMIS implementation and oversight, including planning, software selection, and setting up and managing the HMIS in compliance with HUD's national HMIS Standards. Lincoln Homeless Coalition Continuum of Care's oversight and governance responsibilities are carried by the Lincoln Homeless Coalition Continuum of Care Committee and appointed sub-committees, including the HMIS subcommittee. The Lincoln Homeless Coalition partners with the Nebraska Homeless Management Information System (NMIS), which discusses and approves all statewide HMIS policies and procedures.

2. Lead Agency Designation

The Lincoln Homeless Coalition Continuum of Care designated CCFL as the HMIS Lead Agency to manage HMIS operations on its behalf and to provide HMIS administrative functions for the Lincoln Homeless Coalition Continuum of Care.

3. Funding

3a. Local and Future HUD CoC Funding

Lincoln Homeless Coalition CoC HMIS activities are currently funded by small, local community grants. UNL – CCFL will be applying for HUD CoC grant funds in the FY 2012 Lincoln HUD CoC application.

4b. Local Jurisdiction and HMIS Cash Match

The HUD CoC grant comes with a 25% cash match requirement. Continuing match funding is subject to and contingent upon available annual financing from local partner organizations and agencies. In the event there is a shortfall in the cash match, Lincoln Homeless Coalition Continuum of Care, will explore funding options with CCFL.

5. Software and Hosting

Lincoln Homeless Coalition Continuum of Care has selected a single software product—Service Point—to serve as the sole HMIS software application for the CoC. All Partner Agencies agree to use Service Point as configured for Lincoln Coalition and the Nebraska Management Information System, NMIS.

6. Compliance with Homeless Management Information System Standards

The HMIS is operated in compliance with HUD HMIS Data and Technical Standards and other applicable laws. The parties anticipate that HUD will approve revised HMIS Standards in 2013. The parties agree to make changes to this MOU, other HMIS operational documents, and HMIS practices and procedures to comply with the expected revisions, within the HUD-specified timeframe for such changes, expected to be one year after approval of the revised HMIS Standards in spring of 2013.

7. Local Operational Policies and Agreements

The HMIS continues to operate within the framework of agreements, policies, and procedures that have been developed and approved over time by the NMIS and the Lincoln Homeless Coalition Continuum of Care . These agreements, policies and procedures include but are not limited to the Policies and Procedures Manual, Privacy Policies and Notices, Client Release of Information (ROI) Forms and Procedures, Standardized Information Collection Forms (Intake and Exit), Partner Agency Agreements, and User Agreements. Changes to the policies and procedures may be made from time to time by Lincoln Homeless Coalition Continuum of Care through the NMIS, to comply with the HMIS Standards or otherwise improve HMIS operations.

D. Specific Responsibilities of the Parties

1. Lincoln Homeless Coalition Continuum of Care Responsibilities

Lincoln Homeless Coalition Continuum of Care serves as the lead HMIS governance body, providing oversight, project direction, policy setting, and guidance for the HMIS project. Lincoln Homeless Coalition Continuum of Care exercises all its responsibilities for HMIS governance through the Lincoln Homeless Coalition Continuum of Care Continuum of Care Committee Executive Committee and NMIS. These responsibilities include:

- a. Responsibility for ensuring and monitoring compliance with the HUD HMIS Standards.
- b. Designating the HMIS Lead Agency and the software to be used for HMIS, and approving any changes to the HMIS Lead Agency or software.

- c. Conducting outreach to and encouraging participation by all homeless assistance programs and other mainstream programs serving homeless people.
- d. Developing and approving all HMIS operational agreements, policies, and procedures.
- e. Working to inform elected officials, government agencies, the nonprofit community, and the public about the role and importance of HMIS and HMIS data.
- f. Guiding data quality and reporting.
- g. Promoting the effective use of HMIS data, including measuring the extent and nature of homelessness, the utilization of services and homeless programs over time, and the effectiveness of homeless programs.
- h. Provide all local information as necessary for compilation of the Continuum of Care Bed Inventory, Point in Time Street Count, and support CCFL in preparing the Annual Homeless Assessment Report (AHAR).

2. CCFL Responsibilities

CCFL serves as the lead agency for the HMIS project, managing and administering all HMIS operations and activities. CCFL exercises these responsibilities at the direction of Lincoln Homeless Coalition Continuum of Care Committee and NMIS. These responsibilities are contingent on receipt of the appropriate HUD grant funding and match dollars and include:

General Responsibilities:

- a. Serving as the liaison with HUD regarding the HUD HMIS grant.
- b. Serving as the liaison with the software vendor.
- c. Attending the Lincoln Homeless Coalition Continuum of Care Committee meetings and regional Continuum of Care meetings.
- d. Providing overall staffing for the HMIS project.
- e. Participating in the success of HMIS.
- f. Complying with HUD HMIS Standards (including anticipated changes to the HMIS Standards) and all other applicable laws.
- g. Maintaining the HUD McKinney-Vento CoC Supportive Housing project grant, applying for renewal funds each year, and administering the HUD HMIS grant.
- i. CCFL shall be responsible for billing Partner Agencies and jurisdictions for cash match in the event of non-receipt of cash match funds.
- j. Annually prepare the HUD McKinney-Vento CoC Supportive Housing NOFA application for HMIS funding.

Project Management and System Administration:

I. General

- a. Selecting and procuring server hardware or Server hosting arrangements.
- b. Arranging hosting and executing the hosting facility agreement, if necessary.
- c. Procuring server software and licenses.
- d. Providing and managing end user licenses (per terms of grant agreement with HUD).
- e. Creating project forms and documentation.
- f. Preparing/updating project policies and procedures and work with Lincoln Homeless Coalition Continuum of Care Committee, regional CoCs, to monitor and ensure compliance.
- h. Obtaining and maintaining signed Partner Agency MOU's .
- i. CCFL will invoice partner agencies and jurisdictions. CCFL will collect local match and will provide accounting of match contributions to Lincoln Homeless Coalition Continuum of Care if requested. CCFL will follow-up with Partner Agencies, as needed, to collect funding from Partner Agencies

II. Administering HMIS end users, including:

- a. Add and remove partner agency technical administrators
- b. Manage user licenses

Training:

Provide all training and user guidance needed to ensure appropriate system use, data entry, data reporting, and data security and confidentiality, including:

- a. Training documentation
- b. Confidentiality and Intake/Exit Forms training
- c. Application training for agency administrators and end users
- d. Outreach to users/end user support
- e. Training timetable
- f. Helpdesk

Data Quality:

- a. Ensuring all client and homeless program data are collected in adherence to the HUD HMIS Data Standards and local additional requirements thereto.

- b. Customizing the HMIS application to meet local data requirements.
- c. Monitoring data quality, generating agency exceptions reports,
- d. Ensuring data quality.
- e. Preparing and implementing a data quality plan if required by the revised HUD HMIS Standards.
- f. Carrying out data extraction and reporting including the HMIS data needed for an unduplicated accounting of homelessness, including annual Homeless Point in Time Counts, Annual Homeless Assessment Reporting, and Housing Inventory.
- g. Assist partner agencies with agency-specific data collection and reporting needs, such as the Annual Progress Report and program reports (within reason and within constraints of budget and other duties).

IV. Satisfactory Assurances Regarding Confidentiality and Security:

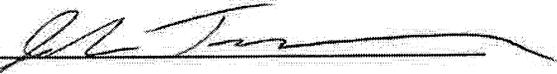
It is understood that CCFL will receive from client information that may be subject to the privacy and security protections and requirements of HUD HMIS Standards, HIPAA Privacy Rule, other law, and local HMIS privacy and security policies and procedures. CCFL hereby agrees that it will use protected client information only for purposes permitted by partnership agreements and as permitted by the applicable law and Standards. Further, CCFL agrees it will make use of all safeguards required by HUD Privacy Standards, HIPAA Privacy Rule, where appropriate, other law, and local HMIS privacy and security policies and procedures in order to prevent any unauthorized disclosure of protected client information.

E. Period of Agreement and Modification/Termination

1. Period of Operation and Termination: This MOU will become effective upon signature of the parties and shall remain in effect until terminated by the parties. Each party shall have the right to terminate this agreement as to itself only upon 90 days prior written notice to the other party.
2. Amendments: Amendments, including additions, deletions, or modifications to this MOU must be agreed to by all parties to this Agreement. The signatures of the parties indicate their agreement with the terms and conditions set forth in this document.

For Lincoln Homeless Coalition Continuum of Care

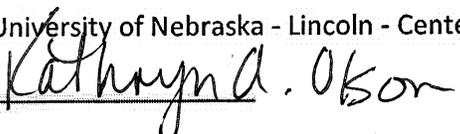
By



John Turner, Chair, Lincoln Homeless Coalition Continuum of Care

For University of Nebraska - Lincoln - Center on Children, Families, and the Law

By



Kathryn A. Olson, J.D. , Associate Director

