

Before Starting the CoC Application

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

The Collaborative Applicant is responsible for:

- Reviewing the FY 2016 CoC Program Competition NOFA in its entirety for specific application and program requirements.

- Using the CoC Application Detailed Instructions while completing the application in e-snaps.

- Answering all questions in the CoC application. It is the responsibility of the Collaborative Applicant to ensure that all imported and new responses in all parts of the application are fully reviewed and completed. When doing this keep in mind:

- This year, CoCs will see that a few responses have been imported from the FY 2015 CoC Application.

- For some of the questions HUD has provided documents to assist Collaborative Applicants in completing responses.

- For other questions, the Collaborative Applicant must be aware of responses provided by project applications in their Project Applications.

- Some questions require the Collaborative Applicant to attach a document to receive credit. This will be identified in the question.

- All questions marked with an asterisk (*) are mandatory and must be completed in order to submit the CoC Application.

For CoC Application Detailed Instructions click [here](#).

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: AR-500 - Little Rock/Central Arkansas CoC

1A-2. Collaborative Applicant Name: City of Little Rock

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Little Rock Community Mental Health Center

1B. Continuum of Care (CoC) Engagement

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1B-1. From the list below, select those organizations and persons that participate in CoC meetings.

Then select "Yes" or "No" to indicate if CoC meeting participants are voting members or if they sit on the CoC Board.

Only select "Not Applicable" if the organization or person does not exist in the CoC's geographic area.

Organization/Person Categories	Participates in CoC Meetings	Votes, including electing CoC Board	Sits on CoC Board
Local Government Staff/Officials	Yes	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
Law Enforcement	No	No	No
Local Jail(s)	No	No	No
Hospital(s)	No	No	No
EMT/Crisis Response Team(s)	No	No	No
Mental Health Service Organizations	Yes	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes	Yes
Affordable Housing Developer(s)	Yes	No	No
Public Housing Authorities	Yes	Yes	No
CoC Funded Youth Homeless Organizations	Not Applicable	No	Not Applicable
Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes
School Administrators/Homeless Liaisons	Yes	Yes	No
CoC Funded Victim Service Providers	Not Applicable	No	Not Applicable
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	Not Applicable	No	Not Applicable
Other homeless subpopulation advocates	Yes	Yes	Yes
Homeless or Formerly Homeless Persons	No	No	No

1B-1a. Describe in detail how the CoC solicits and considers the full range of opinions from individuals or organizations with knowledge of homelessness 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.

Theresa Watson runs the Community Development program of the City of Jacksonville, which administers CDBG funds in that jurisdiction. She has deep experience in managing multiple HUD funding streams, administering community planning processes, and conducting homeless outreach. She is deeply involved in the activities of CATCH, serving as chair of both the Monitoring Committee and the Rank & Review Committee. She also coordinates the incentive gift packages for our PIT count efforts. Marci Rhodes is an LCSW at River City Ministry, which operates shelter, day resource, rapid rehousing, and health care programs for a large volume of homeless people in our community. She is chair of our HMIS Committee and also has spearheaded our recent efforts to revamp our Coordinated Entry procedures.

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 between July 1, 2015 and June 20, 2016.	Sat on CoC Board as active member or official at any point between July 1, 2015 and June 20, 2016.
Centers for Youth & Families	No	Yes	Yes
Immerse Arkansas	Yes	Yes	No

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.

		Participated as a	Sat on CoC Board as
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Victim Service Provider for Survivors of Domestic Violence (up to 10)	Voting Member in at least two CoC Meetings between July 1, 2015 and June 30, 2016	active member or official at any point between July 1, 2015 and June 30, 2016.
Women & Children First	Yes	Yes
Abba House	No	No
Dorcas House	No	No

**1B-2. 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 new projects in 2016.
(limit 1000 characters)**

CATCH maintains its own website and active email list which publishes all notices of funding opportunities. We have gone further and pro-actively sought out applicants for new funding projects over the past two cycles. Board members have personally reached out to at least four agencies to encourage them to apply for new project funding. In the FY2015 application round we attempted to reallocate funds from three existing projects to a new project put forward by an agency that previously had not received COC Program funding. This application for Rapid Rehousing funds from St. Francis House was rejected as ineligible, but we have appealed that decision and are awaiting word of the appeal.

1B-3. How often does the CoC invite new members to join the CoC through a publicly available invitation?

Quarterly

1C. Continuum of Care (CoC) Coordination

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1C-1. Does the CoC coordinate with 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
Head Start Program	Yes
Housing and service programs funded through Federal, State and local government resources.	Yes

1C-2. The McKinney-Vento Act, requires CoC's 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 the CoC to 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)(2) requires the State and local Con Plan jurisdiction(s) consult with the CoC. The following chart asks for the 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
Number of Con Plan jurisdictions with whom the CoC geography overlaps	4
How many Con Plan jurisdictions did the CoC participate with in their Con Plan development process?	4
How many Con Plan jurisdictions did the CoC provide with Con Plan jurisdiction level PIT data?	4
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
How many ESG recipients did the CoC consult with in the development of ESG performance standards and evaluation process for ESG funded activities?	1

1C-2a. Based on the responses provided 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 and type of interactions between the CoC and the Consolidated Plan jurisdiction(s). (limit 1000 characters)

CATCH actively partners with all four of the consolidated plan jurisdictions that intersect with our geography. Representatives of the City of Jacksonville and the Arkansas Department of Human Services sit on the CATCH board. Representatives of the City of North Little Rock and the City of Little Rock are actively involved in CATCH activities. For instance, the City of Little Rock is our collaborative applicant, and our CATCH Coordinator staff position is housed within the same office as that coordinates Little Rock's Consolidated Plan. A CATCH board member, Ed Nilles, chaired the Arkansas Interagency Council on Homelessness over the past year, which is working to develop a statewide homelessness plan. Other CATCH board members have been actively involved in this process. The City of North Little Rock has a representative on CATCH's Rank & Review committee.

1C-2b. Based on the response 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 Arkansas Department of Human Services (DHS), Division of County Operations administers all ESG funding in the state, and a representative of this office sits on the CATCH board, which gives us a close working relationship in developing and maintaining standards for ESG recipients. Over the past three years, as DHS has implemented stronger performance standards for ESG grantees, the number of grantees statewide has decreased considerably, causing more funding to be shifted to higher priority projects. Within CATCH, the largest portion of ESG funding is dedicated to a large Rapid Rehousing project that targets families with children, consistent with HUD's Opening Doors priorities.

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

The largest victim service provider in central Arkansas, Women & Children First, is an active member of CATCH with a seat on the Board of Directors. They have active referral partnerships with other agencies in the CoC and MOUs in place to ensure safety, security, and confidentiality.

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 July 1, 2015 and June 30, 2016 and indicate whether the PHA has a homeless admissions preference in its Public Housing and/or Housing Choice Voucher (HCV) program.

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program from 7/1/15 to 6/30/16 who were homeless at entry	PHA has General or Limited Homeless Preference
Metropolitan Housing Alliance	9.00%	Yes-Both
Pulaski County Housing Agency	0.00%	No
North Little Rock Housing Authority	0.00%	No
Jacksonville Housing Authority	0.00%	No
Benton Housing Authority	0.00%	No

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

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

As described in the project application, one of our COC-funded projects, Jericho, has partnered with the Arkansas Development Finance Authority (ADFA) to provide permanent housing support to homeless families using mostly ADFA funding. This ADFA funding allows Jericho to maintain the level of housing support it previously provided before its funding was cut in the FY2015 Tier 2 funding cuts.

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.

Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
Engaged/educated law enforcement:	<input type="checkbox"/>
Implemented communitywide plans:	<input type="checkbox"/>
No strategies have been implemented	<input type="checkbox"/>
Other:(limit 1000 characters)	

	<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 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1D-1. Select the system(s) 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="checked" type="checkbox"/>
Health Care:	<input checked="checked" type="checkbox"/>
Mental Health Care:	<input checked="checked" type="checkbox"/>
Correctional Facilities:	<input checked="checked" type="checkbox"/>
None:	<input type="checkbox"/>

1D-2. Select the system(s) of care within the CoC's geographic area with which the CoC actively coordinates with to ensure 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="checked" type="checkbox"/>
Health Care:	<input checked="checked" type="checkbox"/>
Mental Health Care:	<input checked="checked" type="checkbox"/>
Correctional Facilities:	<input checked="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) that were not selected and explain how the CoC plans to coordinate with the institution(s) to ensure persons

**discharged are not discharged into homelessness.
(limit 1000 characters)**

n/a

1E. Centralized or Coordinated Assessment (Coordinated Entry)

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

The CoC Program Interim Rule requires CoCs to establish a Centralized or Coordinated Assessment System which HUD refers to as the Coordinated Entry Process. Based on the recent Coordinated Entry Policy Brief, HUD's primary goals for the coordinated entry process are that assistance be allocated as effectively as possible and that it be easily accessible no matter where or how people present for assistance.

**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)**

Earlier in 2016 CATCH revamped our Coordinated Entry process to make it more streamlined and effective. We now have a two-page Coordinated Entry Policy (attached) as well as a one-page referral form that form the core of the system. The form is designed to optimize response for the highest priority populations for CATCH: homeless veterans, homeless families with children, and chronically homeless people. The form clearly spells out the steps to take for people in these categories and collects the most pertinent information to make a quick and effective referral. This form has been distributed and is being used by police departments in Little Rock and North Little Rock, the two biggest cities in our area. The form has also been mailed to more than 2,000 landlords in Little Rock by Little Rock's Mayor, Mark Stodola, who has been very supportive of our system and sees it as a lynchpin of his efforts to end veteran homelessness.

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 there are other organizations or persons who participate but are not on this list, enter the information in the blank text box, click "Save" at the bottom of

the screen, and then select the applicable checkboxes.

Organization/Person Categories	Participate s in Ongoing Planning and Evaluation	Makes Referrals to the Coordinate d Entry Process	Receives Referrals from the Coordinate d Entry Process	Operates Access Point for Coordinate d Entry Process	Participate s in Case Conferenci ng	Does not Participate	Does not Exist
Local Government Staff/Officials	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CDBG/HOME/Entitlement Jurisdiction	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Law Enforcement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local Jail(s)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hospital(s)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<input 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"/>	<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"/>	<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"/>	<input type="checkbox"/>
Public Housing Authorities	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" 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"/>	<input type="checkbox"/>
School Administrators/Homeless Liaisons	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-CoC Funded Victim Service Organizations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Street Outreach Team(s)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homeless or Formerly Homeless Persons	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

Instructions

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1F-1. For all renewal project applications submitted in the FY 2016 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 2016 CoC Program Competition?	15
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 2016 CoC Program Competition?	15
Percentage of APRs submitted by renewing projects within the CoC that were reviewed by the CoC in the 2016 CoC Competition?	100.00%

1F-2 - In the sections below, check the appropriate box(es) for each selection to indicate how project applications were reviewed and ranked for the FY 2016 CoC Program Competition. Written documentation of the CoC's publicly announced Rating and Review procedure must be attached.

Performance outcomes from APR reports/HMIS:	
% permanent housing exit destinations	<input checked="" type="checkbox"/>
% increases in income	<input checked="" type="checkbox"/>

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

Need for specialized population services:

Youth	<input type="checkbox"/>
Victims of Domestic Violence	<input type="checkbox"/>
Families with Children	<input checked="" type="checkbox"/>
Persons Experiencing Chronic Homelessness	<input checked="" type="checkbox"/>
Veterans	<input checked="" type="checkbox"/>
None:	<input type="checkbox"/>

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

Our rank & review process includes a scoring tool for both new and renewal projects, and within this tool projects are scored on whether they serve chronically homeless people, and also based on the severity of need of those served. These scores, in turn, are the primary factor in determining a project's ranking.

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. Evidence of the public posting must be attached. (limit 750 characters)

We posted details of the competition on our website, www.catcharkansas.org, and we also sent it by email to our mailing list. A screenshot of the website and the email is attached.

1F-4. On what date did the CoC and Collaborative Applicant publicly post all parts of the FY 2016 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).

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1F-5. Did the CoC use the reallocation process in the FY 2016 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.) No

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

1F-6. In the Annual Renewal Demand (ARD) is the CoC's FY 2016 CoC's FY 2016 Priority Listing equal to or less than the ARD on the final HUD-approved FY2016 GIW? Yes

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

Instructions

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

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

CATCH has an active Monitoring Committee, and in the past year has implemented a policy of annual site visits to each agency to conduct an internal monitoring of financial systems, program policies, and client files. The CATCH Coordinator, our new staff member, has taken the lead in organizing this process under the direction of the Monitoring Committee. She has also participated in several monitoring visits conducted by the HUD field office to learn how HUD conducts its monitorings, in order to align our processes with those of HUD. HUD also shares the final reports of these monitoring visits with us and they are reviewed by the COC board.

1G-2. Did the Collaborative Applicant include Yes
accurately completed and appropriately
signed form HUD-2991(s) for all project
applications submitted on the CoC Priority
Listing?

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange 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/MOA? In all cases, the CoC's Governance Charter must be attached to receive credit, In addition, if applicable, any separate document, like an MOU/MOA, 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 attached MOU/MOA. 2-3

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 Organization (CHOs)? Yes

2A-4. What is the name of the HMIS software ServicePoint

used by the CoC (e.g., ABC Software)?

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

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

Instructions

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

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

*** 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	\$99,210
ESG	\$0
CDBG	\$0
HOME	\$0
HOPWA	\$0
Federal - HUD - Total Amount	\$99,210

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

2B-2.4 Funding Type: Private

Funding Source	Funding
Individual	\$0
Organization	\$0
Private - Total Amount	\$0

2B-2.5 Funding Type: Other

Funding Source	Funding
Participation Fees	\$24,803
Other - Total Amount	\$24,803

2B-2.6 Total Budget for Operating Year	\$124,013
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2C. Homeless Management Information System (HMIS) Bed Coverage

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2C-1. Enter the date the CoC submitted the 2016 HIC data in HDX, (mm/dd/yyyy): 05/01/2016

2C-2. Per the 2016 Housing Inventory Count (HIC) Indicate the number of beds in the 2016 HIC and in HMIS for each project type within the CoC. If a particular project type does not exist in the CoC then enter "0" for all cells in that project type.

Project Type	Total Beds in 2016 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ESG) beds	439	101	186	55.03%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	268	40	194	85.09%
Rapid Re-Housing (RRH) beds	100	0	100	100.00%
Permanent Supportive Housing (PSH) beds	930	0	551	59.25%
Other Permanent Housing (OPH) beds	31	6	25	100.00%

2C-2a. If the bed coverage rate for any project type is below 85 percent, describe how the CoC plans to increase the bed coverage rate for each of these project types in the next 12 months. (limit 1000 characters)

Emergency shelters - There are two large faith-based agencies that participate very minimally in the CoC. The CoC has consistently tried to encourage and request that these agencies participate in HMIS, but they have no interest in participating at this time. The CoC will continue to explore opportunities to get these agencies to participate in HMIS.

Permanent Supportive Housing - all HUD-funded CoC projects participate in HMIS. The 379 beds that are not in HMIS are the HUD VASH beds. The local VA representative sits on the CoC board, and the CoC is currently working to get these VASH beds into the HMIS.

2C-3. If any of the project types listed in question 2C-2 above have a

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coverage rate below 85 percent, and some or all of these rates can be attributed to beds covered by one of the following program types, please indicate that here by selecting all that apply from the list below.

VA Grant per diem (VA GPD):	<input type="checkbox"/>
VASH:	<input checked="" type="checkbox"/>
Faith-Based projects/Rescue mission:	<input checked="" type="checkbox"/>
Youth focused projects:	<input type="checkbox"/>
Voucher beds (non-permanent housing):	<input type="checkbox"/>
HOPWA projects:	<input type="checkbox"/>
Not Applicable:	<input type="checkbox"/>

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

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

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange 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" within the last 10 days of January 2016.

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%	1%
3.3 Date of birth	2%	0%
3.4 Race	4%	0%
3.5 Ethnicity	2%	0%
3.6 Gender	2%	0%
3.7 Veteran status	1%	0%
3.8 Disabling condition	0%	0%
3.9 Residence prior to project entry	0%	0%
3.10 Project Entry Date	0%	0%
3.11 Project Exit Date	0%	0%
3.12 Destination	0%	0%
3.15 Relationship to Head of Household	27%	0%
3.16 Client Location	1%	0%
3.17 Length of time on street, in an emergency shelter, or safe haven	4%	0%

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"/>
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2D-3. If you submitted the 2016 AHAR, how many AHAR tables (i.e., ES-ind, ES-family, etc) were accepted and used in the last AHAR?

10

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

Quarterly

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

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 checked="" 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)**

N/A

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

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

The data collected during the PIT count is vital for both CoC's and HUD. HUD needs accurate data to understand the context 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. Accurate, high quality data is vital to inform Congress' funding decisions.

2E-1. Did the CoC approve the final sheltered PIT count methodology for the 2016 sheltered PIT count? Yes

2E-2. Indicate the date of the most recent sheltered PIT count:
(mm/dd/yyyy) 01/26/2016

2E-2a. If the CoC conducted the sheltered PIT count outside of the last 10 days of January 2016, 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) 05/01/2016

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

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2F-1. Indicate the method(s) used to count sheltered homeless persons during the 2016 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)

Agency staff entered this client data into the HMIS per the instructions received from the HMIS Lead Agency during HMIS training. Reports were generated from the HMIS to confirm data accuracy and data quality for all HMIS-

participating providers. All non-HMIS participating service providers, including domestic violence programs, completed PIT count survey forms to complete for all of their clients or clients were interviewed by community agency staff and community volunteers, including college students. Service providers also completed a separate summary form to cross check and verify data accuracy. All service providers were trained prior to the PIT count on how to correctly use the required forms. The CoC used this methodology because it has worked well for the last several years of successfully executed PIT counts and was consistent with HUD's published guidance on executing the PIT count.

2F-4. Describe any change in methodology from your sheltered PIT count in 2015 to 2016, 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 or change in partners participating in the PIT count). (limit 1000 characters)

There were no changes from 2015 to 2016 . All shelter sites were counted and no extrapolation was done. Local college students participated in the process of surveying domestic violence programs and the providers which do not participate in HMIS. This strategy has been used for the last several years.

2F-5. Did your CoC change its provider coverage in the 2016 sheltered count? Yes

2F-5a. If "Yes" in 2F-5, then describe the change in provider coverage in the 2016 sheltered count. (limit 750 characters)

The Central Arkansas VA Transitional Residence program and the VA Domiciliary program were not included in 2016. Also, the VA Contract programs with St. Francis Housing and Sober Living were classified as emergency shelters beds in 2016 per HUD's guidance, but were listed as transitional beds in 2015.

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

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

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

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

2G-2. Describe any change to the way your CoC implemented its sheltered PIT count from 2015 to 2016 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 methods). (limit 1000 characters)

There were no changes from 2015 to 2016. The CoC's PIT Count Committee reviewed all HUD guidance for the 2015 PIT Count. Service providers were trained on proper data collection techniques and entered the data into HMIS. Service provider staff and CoC volunteers were trained on how to conduct client surveys at non-HMIS participating service providers. The agencies completed program summary forms which were then compiled into a master Excel spreadsheet for the CoC and used to verify the information before submission to HUD. Reports were generated from the HMIS to confirm data accuracy and data quality for all HMIS-participating providers. All providers were trained prior to the PIT count on how to correctly use the required forms.

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

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

HUD requires CoCs to conduct an unsheltered PIT count every 2 years (biennially) during the last 10 days in January; however, HUD also strongly encourages CoCs to conduct the unsheltered PIT count annually at the same time that they conduct annual sheltered PIT counts. HUD required CoCs to conduct the last biennial PIT count during the last 10 days in January 2015.

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

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

2H-2a. If the CoC conducted the unsheltered PIT count outside of the last 10 days of January 2016, or most recent count, 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): 05/01/2015

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

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2I-1. Indicate the methods used to count unsheltered homeless persons during the 2016 or most recent 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 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 this unsheltered PIT count methodology. (limit 1000 characters)

Teams of PIT volunteers were assembled at 9 known locations throughout the community where homeless generally are nearby for various reasons. PIT volunteers teams were comprised of case managers and outreach staff from local providers, HUD staff from the Little Rock HUD Field Office and other CoC members. Volunteers were trained on how to use the survey form to ask the questions in order to obtain accurate answers. Volunteers were knowledgeable of the local homeless situation and had participated in the PIT count in the past. Many of the volunteers have relationships with the homeless persons being counted through street outreach programs. These relationships helped ensure reported answers were accurate.

2I-3. Describe any change in methodology from your unsheltered PIT count in 2015 (or 2014 if an unsheltered count was not conducted in 2015) to 2016, 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 or change in partners participating in the count). (limit 1000 characters)

The CoC did not conduct an unsheltered count in 2016. There were no changes in methodology from 2014 to 2015. But the 2015 count did have a significant contribution of volunteers from the local HUD field office, much larger than in previous years.

2I-4. Has the CoC taken extra measures to identify unaccompanied homeless youth in the PIT count? Yes

2I-4a. If the response in 2I-4 was "no" describe any extra measures that are being taken to identify youth and what the CoC is doing for homeless youth. (limit 1000 characters)

Immerse Arkansas is a local non-profit service provider that is part of the CoC. They work with youth aging out of foster care and homeless youth and provide transitional housing. They currently have an RHY grant. They have recently purchased a facility which will serve as a day center for homeless and transition age youth, and will help connect these youth to homeless services and housing opportunities.

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

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2J-1. Indicate the steps taken by the CoC to ensure the quality of the data collected for the 2016 unsheltered PIT count:

Training:	<input checked="" type="checkbox"/>
"Blitz" count:	<input checked="" type="checkbox"/>
Unique identifier:	<input type="checkbox"/>
Survey questions:	<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 2015 (or 2014 if an unsheltered count was not conducted in 2015) to 2016 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 in actual methodology (e.g. change in sampling or extrapolation method). (limit 1000 characters)

There were no changes in methodology from 2014 to 2015. But the 2015 count did have a significant contribution of volunteers from the local HUD field office, much larger than in previous years.

3A. Continuum of Care (CoC) System Performance

Instructions

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program NOFA. Please submit technical questions to the HUD Exchange 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 2015 and 2016 PIT counts as recorded in the Homelessness Data Exchange (HDX).

	2015 PIT (for unsheltered count, most recent year conducted)	2016 PIT	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	994	808	-186
Emergency Shelter Total	254	288	34
Safe Haven Total	0	0	0
Transitional Housing Total	237	181	-56
Total Sheltered Count	491	469	-22
Total Unsheltered Count	503	339	-164

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

Using HMIS data, enter the number of homeless persons who were served in a sheltered environment between October 1, 2014 and September 30, 2015 for each category provided.

	Between October 1, 2014 and September 30, 2015
Universe: Unduplicated Total sheltered homeless persons	1,871
Emergency Shelter Total	1,395
Safe Haven Total	0
Transitional Housing Total	612

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 of becoming homeless.

(limit 1000 characters)

Our COC has engaged in extensive discussions with mainstream service providers to identify people being discharged to homelessness and develop prevention strategies. One recent example is a private mental health provider that had received some bad press for discharging patients to homeless situations. Our COC reached out and engaged this provider (now a member of our COC), and as a result the provider developed new processes to prevent discharging patients to homelessness. Second, our coordinated entry program prioritizes permanent housing options for families and veterans to “divert” them from shelters to permanent housing wherever possible. Third, our COC includes a large privately-funded homelessness prevention program for families with children. Through its first 4 years, this program has served 330 families and helped 93% avoid homelessness. Risk factors targeted include extremely low income (less than 50% AML), calling to inquire about shelter availability, and eviction notices.

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)

Our COC's strategy for reducing length of time homeless includes three key components. First is to conduct rigorous data-tracking and evaluation. Our new system performance measures report includes length of time homeless, collecting data from all COC and ESG-funded projects in the area. Our COC will review this data quarterly to track progress and optimize planning to reduce length of time homeless. Second, our new coordinated entry policy clearly prioritizes referrals to permanent housing and rapid rehousing programs, which is making it easier to get shelter residents connected with housing options. And third, we have greatly expanded and are continuing to expand our Permanent Housing and Rapid Rehousing capacity, so that more homeless people can be moved into housing quickly and efficiently. Since 2011, the number of clients served by these types of programs in our COC increased by 152%, from 392 to 988 (on the PIT Count days).

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

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

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

Fill in the chart to indicate the extent to which projects exit program

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participants into permanent housing (subsidized or non-subsidized) or the retention of program participants in CoC Program-funded permanent supportive housing.

	Between October 1, 2014 and September 30, 2015
Universe: Persons in SSO, TH and PH-RRH who exited	574
Of the persons in the Universe above, how many of those exited to permanent destinations?	160
% Successful Exits	27.87%

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, 2014 and September 31, 2015.

	Between October 1, 2014 and September 30, 2015
Universe: Persons in all PH projects except PH-RRH	594
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?	562
% Successful Retentions/Exits	94.61%

3A-5. Performance Measure: Returns to Homelessness: Describe the CoCs efforts to reduce the rate of individuals and families who return to homelessness. Specifically, describe 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)

Overall our COC is doing well in preparing participants to succeed in permanent housing upon exit from COC or ESG-funded programs. As shown in our System Performance Report (based on HMIS data from all COC- and ESG-funded providers in the area), only 18% of exits to permanent housing from the prior two years experienced a return to homelessness in the past two years, and 0% of those exiting permanent housing projects experienced a return to homelessness. We employ several strategies to prevent return to homelessness. A key strategy targets families with children, which in our experience are at greater risk of a return to homelessness because of the additional economic burden associated with taking care of children. Families with children exiting any homeless housing program in central Arkansas qualify for the Central Arkansas Family Stability Institute, a privately-funded program that serves 90 families at any given time (operated by Our House).

3A-6. Performance Measure: Job and Income Growth. Performance Measure: Job and Income Growth. Describe the CoC's specific strategies to assist CoC Program-funded projects to increase

**program participants' cash income from employment and non-employment non-cash sources.
(limit 1000 characters)**

The COC has worked with state agencies to identify and address barriers to accessing mainstream benefits that homeless people experience. A good example is child care vouchers. The COC-funded agency that serves the largest number of homeless families with children worked closely with the Arkansas Department of Human Services, over a two-year period, to enroll hundreds of currently or formerly homeless families into the childcare voucher program, equipping all of these families with a valuable non-cash resource, that in turn supports parents in finding jobs and increasing their employment income. Another example is Affordable Care Act health benefits; our COC has worked closely with agencies that enroll clients in the state's expanded Medicaid program as well as the state's "private option" for subsidized purchasing of private insurance. These efforts are having a demonstrable effect: 35% of adult leavers left with increased income, as shown in our System Performance Report.

**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-funded agency that focuses on helping homeless adults find jobs and increase employment income is Our House, which operates a dedicated Career Center that just underwent a \$1 million renovation in the past year. The Our House Career Center is itself a mainstream employment agency, having helped 499 homeless, formerly homeless, and near-homeless adults find full-time jobs in 2015—with 288 different central Arkansas employers. Every COC-funded agency in the continuum (100%) refers clients to Our House's Career Center. Our House in turn works closely with public-sector employment programs, including the state's WIOA training program. One recent example is an EPA-grant funded project to train homeless adults for environmental remediation jobs. Our House, CATCH, the local Workforce Investment Board, and an industry group successfully applied for the grant, operated the program, and trained more than 30 homeless people for jobs in a high-demand field.

**3A-7. 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)**

CATCH did not exclude any specific geographic areas from the unsheltered PIT count. We partnered closely with a local agency called The Van which conducts extensive street outreach and was familiar with many locations where unsheltered homeless people were likely to reside or visit during the PIT count day. We also utilized the Jericho Way Day Resource Center, a multi-city partnership to provide a center to meet the needs of unsheltered homeless people. Jericho Way operates a dedicated daily van route to bring homeless people to the center and other locations they may need to visit. Both the Van and Jericho Way consistently provide referrals to shelters or permanent housing programs, and track the unsheltered people they serve to provide consistent

services.

3A-7a. Did the CoC completely exclude geographic areas from the the most recent PIT count (i.e., no one counted there and, for communities using samples the area was excluded from both the sample and extrapolation) where the CoC determined that there were no unsheltered homeless people, including areas that are uninhabitable (e.g. disasters)? No

**3A-7b. Did the CoC completely exclude geographic areas from the the most recent PIT count (i.e., no one counted there and, for communities using samples the area was excluded from both the sample and extrapolation) where the CoC determined that there were no unsheltered homeless people, including areas that are uninhabitable (e.g. deserts, wilderness, etc.)?
(limit 1000 characters)**

No

**3A-8. Enter the date the CoC submitted the system performance measure data into HDX. The System Performance Report generated by HDX must be attached.
(mm/dd/yyyy)** 08/12/2016

**3A-8a. If the CoC was unable to submit their System Performance Measures data to HUD via the HDX by the deadline, explain why and describe what specific steps they are taking to ensure they meet the next HDX submission deadline for System Performance Measures data.
(limit 1500 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 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

To end chronic homelessness by 2017, HUD encourages three areas of focus through the implementation of Notice CPD 14-012: Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status.

1. Targeting persons with the highest needs and longest histories of homelessness for existing and new permanent supportive housing;
2. Prioritizing chronically homeless individuals, youth and families who have the longest histories of homelessness; and
3. The highest needs for new and turnover units.

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 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

	2015 (for unsheltered count, most recent year conducted)	2016	Difference
Universe: Total PIT Count of sheltered and unsheltered chronically homeless persons	382	208	-174
Sheltered Count of chronically homeless persons	78	66	-12
Unsheltered Count of chronically homeless persons	304	142	-162

**3B-1.1a. Using the "Differences" calculated in question 3B-1.1 above, explain the reason(s) for any increase, 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 2016 compared to 2015.
(limit 1000 characters)**

The number of chronically homeless persons decreased for both the sheltered and unsheltered counts over the most recent two PIT counts. The CoC has increased the number of PSH beds dedicated to the chronically homeless, which has helped to reduce the chronically homeless population living in shelters or on the streets.

3B-1.2. 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 2016 Housing Inventory Count, as compared to those identified on the 2015 Housing Inventory Count.

	2015	2016	Difference
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC.	62	136	74

**3B-1.2a. Explain the reason(s) for any increase, or no change in the total number of PSH beds (CoC program funded or non-CoC Program funded) that were identified as dedicated for use by chronically homeless persons on the 2016 Housing Inventory Count compared to those identified on the 2015 Housing Inventory Count.
(limit 1000 characters)**

The Central Arkansas Veterans Healthcare System's HUD VASH voucher program now has 40 beds reserved for the chronically homeless; in addition to some other providers dedicating additional beds to the chronically homeless. The CoC believes this significant addition of beds dedicated to the chronically homeless will be a major asset to the CoC ending chronic homelessness.

3B-1.3. Did the CoC adopt the Orders of Priority into their standards for 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-1.3a. If "Yes" was selected for question 3B-1.3, attach a copy of the CoC's written standards or other evidence that clearly shows the incorporation of the Orders of Priority in Notice CPD 14-012 and indicate the page(s) for all documents where the Orders of Priority are found. 1

3B-1.4. Is the CoC on track to meet the goal of ending chronic homelessness by 2017? Yes

This question will not be scored.

3B-1.4a. If the response to question 3B-1.4 was “Yes” what are the strategies that have been implemented by the CoC to maximize current resources to meet this goal? If “No” was selected, what resources or technical assistance will be implemented by the CoC to reach to goal of ending chronically homelessness by 2017? (limit 1000 characters)

Our COC is moving in the right direction, with a 46% decrease in chronically homeless people over the past year alone. Our primary strategies have been to add more permanent and rapid rehousing beds and to increase involvement of local stakeholders to build allies in the process. We were dealt a setback in the FY2015 COC Program funding round, when we not only were denied our Tier 2 projects but were also denied a proposed reallocation project due to a technicality. Together this resulted in a 22% reduction in our community's COC funding. We have worked diligently to ensure that these cuts did not cause any current project clients to become homeless, but it has nevertheless impacted our long-term progress towards eliminating chronic homelessness.

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

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

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

HUD will evaluate CoC's based on the extent to which they are making progress to achieve the goal of ending homelessness among households with children by 2020.

3B-2.1. What factors will the CoC use to prioritize households with children during the FY2016 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 checked="" type="checkbox"/>
Bad credit or rental history (including not having been a leaseholder):	<input checked="" 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 strategies including concrete steps to rapidly rehouse every household with children within 30 days of those families becoming homeless.
(limit 1000 characters)**

First, after several years of trying different arrangements, our CoC has now shifted all ESG-funded Rapid Rehousing to one provider, River City Ministry. This arrangement streamlines the process for moving homeless families quickly into housing. Second, our coordinated entry policy and process makes it very clear that families with children are to be immediately referred to River City Ministry to access their Rapid Rehousing program. Third, River City Ministry in turn partners with Our House and its privately-funded homelessness prevention program to equip each Rapid Rehousing client family with a case manager and access to comprehensive wrap-around services (including job training, child care, and more).

3B-2.3. Compare the number of RRH units available to serve families from the 2015 and 2016 HIC.

	2015	2016	Difference
RRH units available to serve families in the HIC:	24	21	-3

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, gender or disability 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 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

PIT Count of Homelessness Among Households With Children

	2015 (for unsheltered count, most recent year conducted)	2016	Difference
--	--	------	------------

Universe: Total PIT Count of sheltered and unsheltered homeless households with children:	61	66	5
Sheltered Count of homeless households with children:	61	61	0
Unsheltered Count of homeless households with children:	0	5	5

3B-2.5a. Explain the reason(s) for any increase, or no change in the total number of homeless households with children in the CoC as reported in the 2016 PIT count compared to the 2015 PIT count. (limit 1000 characters)

There was only a minor increase in the number of homeless households with children, and the increase was solely in the unsheltered count.

3B-2.6. From the list below select the strategies to the CoC uses to address the unique needs of unaccompanied homeless youth including youth under age 18, and youth ages 18-24, including the following.

Human trafficking and other forms of exploitation?	No
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 checked="" type="checkbox"/>
Specific sampling methodology for enumerating and characterizing local youth trafficking:	<input type="checkbox"/>
Cross systems strategies to quickly identify and prevent occurrences of youth trafficking:	<input type="checkbox"/>
Community awareness training concerning youth trafficking:	<input type="checkbox"/>
	<input type="checkbox"/>
N/A:	<input type="checkbox"/>

3B-2.7. What factors will the CoC use to prioritize unaccompanied youth including youth under age 18, and youth ages 18-24 for housing and services during the FY 2016 operating year? (Check all that apply)

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

3B-2.8. Using HMIS, compare all unaccompanied youth including youth under age 18, and youth ages 18-24 served in any HMIS contributing program who were in an unsheltered situation prior to entry in FY 2014 (October 1, 2013-September 30, 2014) and FY 2015 (October 1, 2014 - September 30, 2015).

	FY 2014 (October 1, 2013 - September 30, 2014)	FY 2015 (October 1, 2014 - September 30, 2015)	Difference
Total number of unaccompanied youth served in HMIS contributing programs who were in an unsheltered situation prior to entry:	24	8	-16

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 2015 is lower than FY 2014 explain why. (limit 1000 characters)

There was a decrease of 16 unaccompanied youth from 2014 to 2015. This is due primarily to the presence of Immerse Arkansas' RHY-funded transitional housing project, with targets unaccompanied youth and provides transitional housing. With this successful program now fully operational, the CoC is working to further reduce the number of unaccompanied youth who are homeless in 2016.

3B-2.9. Compare funding for youth homelessness in the CoC's geographic area in CY 2016 and CY 2017.

	Calendar Year 2016	Calendar Year 2017	Difference
Overall funding for youth homelessness dedicated projects (CoC Program and non-CoC Program funded):	\$0.00	\$0.00	\$0.00
CoC Program funding for youth homelessness dedicated projects:	\$0.00	\$0.00	\$0.00
Non-CoC funding for youth homelessness dedicated projects (e.g. RHY or other Federal, State and Local funding):	\$0.00	\$0.00	\$0.00

3B-2.10. To what extent have youth services and educational representatives, and CoC representatives participated in each other's meetings between July 1, 2015 and June 30, 2016?

Cross-Participation in Meetings	# Times
CoC meetings or planning events attended by LEA or SEA representatives:	1
LEA or SEA meetings or planning events (e.g. those about child welfare, juvenile justice or out of school time) attended by CoC representatives:	6
CoC meetings or planning events attended by youth housing and service providers (e.g. RHY providers):	2

**3B-2.10a. Based on the responses in 3B-2.10, describe in detail how the CoC collaborates with the McKinney-Vento local educational authorities and school districts.
(limit 1000 characters)**

Our COC works closely with local school district homeless liaisons to coordinate services for homeless children. The biggest school district in the area is the Little Rock School District (LRSD), and its homeless liaison has led a training for all COC members each year for the past three years. Within CATCH, the agency that focuses the most on serving homeless children is Our House, which maintains a close partnership with LRSD that touches on transportation, homelessness prevention, early childhood education, and out-of-school-time youth programs. The current MOU between Our House and LRSD is attached as evidence of just one of these close partnerships. Our House also receives direct funding from the Arkansas Department of Education through the 21CCLC program, which enables Our House to coordinate services for homeless school-age children directly with the state.

**3B-2.11. How does the CoC make sure that homeless individuals and families who become homeless 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.
(limit 2000 characters)**

CATCH provides annual training to all member agencies on what the McKinney Vento protections and rights are for homeless children. All CATCH agencies are required not only to adhere to McKinney Vento standards but to proactively advocate for homeless children in their programs to get enrolled in school, to stay in their school of origin if so desired by them and their parents, to engage with the school system to get transportation to the school of origin, to engage with the school district's homeless liaison to ensure the child has the supplies needed to succeed in school (including school supplies, clothes, backpack, adequate food, money for field trips, and more), and to remain engaged to ensure that these and other rights are not infringed.

**3B-2.12. Does the CoC or any HUD-funded projects within the CoC have any written agreements with a program that services infants, toddlers, and youth children, such as Head Start; Child Care and Development Fund; Healthy Start; Maternal, Infant, Early Childhood Home Visiting programs; Public Pre-K; and others?
(limit 1000 characters)**

Our House's children's programs have written agreements with the state's Child Care Development Fund program, the HIPPIY early childhood home visiting program, and the state's ABC pre-school program.

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 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

Opening Doors outlines the goal of ending Veteran homelessness by the end of 2016. 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 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

	2015 (for unsheltered count, most recent year conducted)	2016	Difference
Universe: Total PIT count of sheltered and unsheltered homeless veterans:	209	121	-88
Sheltered count of homeless veterans:	153	84	-69
Unsheltered count of homeless veterans:	56	37	-19

3B-3.1a. Explain the reason(s) for any increase, or no change in the total number of homeless veterans in the CoC as reported in the 2016 PIT count compared to the 2015 PIT count. (limit 1000 characters)

The CoC has a very successful SSVF program which has been able to place veterans and veteran families in homeless prevention and rapid re-housing programs. This has reduced the number of homeless veterans in the CoC. Also, the local VA has worked more closely this year with the CoC to better coordinate homeless services for veterans, which has helped to decrease the homeless veterans count.

3B-3.2. Describe how the CoC identifies, assesses, and refers homeless veterans who are eligible for Veterans Affairs services and housing to appropriate resources such as HUD-VASH and SSVF.

(limit 1000 characters)

Our COC is actively participating in the "Mayor's Challenge" to end Veteran Homelessness, including monthly meetings with the mayor of Little Rock (largest city in our area by far) and HUD-sponsored technical assistance. As part of this process, our COC has formed a working group that meets weekly to actively "case conference" homeless veterans. This working group has developed and maintains a "by-name list" of all known homeless veterans in the area. The working group includes representatives of the local VA as well as St. Francis House, a private agency that operates our COC's SSVF program. The VA has a team of outreach workers that not only visits local shelters on a weekly basis, but also conducts street outreach to find homeless veterans living on the street and get them plugged into services. Also, CATCH's Coordinated Entry policy and process prioritizes identification of homeless veterans and requires all providers to immediately refer them to the veteran working group.

3B-3.3. 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 2016 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)	2016	% Difference
Total PIT Count of sheltered and unsheltered homeless veterans:	303	121	-60.07%
Unsheltered Count of homeless veterans:	110	37	-66.36%

3B-3.4. Indicate from the dropdown whether you are on target to end Veteran homelessness by the end of 2016.

No

This question will not be scored.

3B-3.4a. 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 2016?
(limit 1000 characters)

As mentioned above we are already receiving HUD-sponsored technical assistance as part of the Mayor's Challenge initiative, and we believe it is helping us get on track to meet this goal, if not by the end of 2016 then very soon.

4A. Accessing Mainstream Benefits

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange 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 program changes that can affect homeless clients? Yes

4A-2. Based on the CoC's FY 2016 new and renewal project applications, what percentage of projects have demonstrated they are assisting project participants to obtain mainstream benefits? This 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 2016 Assistance with Mainstream Benefits

Total number of project applications in the FY 2016 competition (new and renewal):	14
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 2a, 2b and 2c on Screen 4A. In a New Project Application, "Yes" is selected for Questions 5a, 5b, 5c, 6, and 6a on Screen 4A).	14
Percentage of renewal and new project applications in the FY 2016 competition that have demonstrated assistance to project participants to obtain mainstream benefits:	100%

4A-3. List the organizations (public, private, non-profit and other) that you collaborate with to facilitate health insurance enrollment, (e.g., Medicaid, Medicare, Affordable Care Act options) for program participants. For each organization you partner with, detail the specific outcomes resulting from the partnership in the establishment of benefits. (limit 1000 characters)

Our House, a COC agency, has a close partnership with Arkansas Children's Hospital (ACH) to facilitate enrollment of homeless children in Medicaid. The partnership is through ACH's "Circle of Friends" clinic, which also provides consistent primary care to children as well as health outreach and education programming for homeless parents. Nearly all of the COC member agencies that serve homeless clients have partnered with ACA healthcare "navigators" to provide on-site enrollment assistance for ACA and Medicaid options. Finally, charity health clinics like Harmony Health Clinic have provided on-site

enrollment assistance to help their clients access ACA and Medicaid options.

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

Educational materials:	<input checked="" type="checkbox"/>
In-Person Trainings:	<input checked="" type="checkbox"/>
Transportation to medical appointments:	<input checked="" type="checkbox"/>
	<input 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 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

4B-1. Based on the CoCs FY 2016 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?

FY 2016 Low Barrier Designation

Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO project applications in the FY 2016 competition (new and renewal):	14
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 2016 competition:	14
Percentage of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications in the FY 2016 competition that will be designated as "low barrier":	100%

4B-2. What percentage of CoC Program-funded Permanent Supportive Housing (PSH), Rapid Re-Housing (RRH), SSO (non-Coordinated Entry) and Transitional Housing (TH) FY 2016 Projects have adopted a Housing First approach, meaning that the project quickly houses clients without preconditions or service participation requirements?

FY 2016 Projects Housing First Designation

Total number of PSH, RRH, non-Coordinated Entry SSO, and TH project applications in the FY 2016 competition (new and renewal):	14
Total number of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications that selected Housing First in the FY 2016 competition:	14
Percentage of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications in the FY 2016 competition that will be designated as Housing First:	100%

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 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 checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
Not applicable:	<input type="checkbox"/>

4B-4. Compare the number of RRH units available to serve populations from the 2015 and 2016 HIC.

	2015	2016	Difference
RRH units available to serve all populations in the HIC:	50	107	57

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", to 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 the President Obama under Title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (Public Law 93-288) in the 12 months prior to the opening of the FY 2016 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 since the submission of the FY 2015 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 checked="" type="checkbox"/>
CoC Systems Performance Measurement:	<input type="checkbox"/>
Coordinated Entry:	<input type="checkbox"/>
Data reporting and data analysis:	<input type="checkbox"/>
HMIS:	<input type="checkbox"/>
Homeless subpopulations targeted by Opening Doors: veterans, chronic, children and families, and unaccompanied youth:	<input type="checkbox"/>
Maximizing the use of mainstream resources:	<input type="checkbox"/>

Retooling transitional housing:	<input type="text"/>
Rapid re-housing:	<input type="text"/>
Under-performing program recipient, subrecipient or project:	<input type="text"/>
	<input type="text"/>
Not applicable:	<input type="text"/>

4B-9b. Indicate the type(s) of Technical Assistance that was provided, using the categories listed in 4B-9a, provide the month and year the CoC Program recipient or sub-recipient received the assistance and the value of the Technical Assistance to the CoC/recipient/sub recipient involved given the local conditions at the time, with 5 being the highest value and a 1 indicating no value.

Type of Technical Assistance Received	Date Received	Rate the Value of the Technical Assistance
Mayor's Challenge - Veterans Homelessness	01/01/2016	3

4C. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
01. 2016 CoC Consolidated Application: Evidence of the CoC's communication to rejected participants	Yes	Notification to A...	09/05/2016
02. 2016 CoC Consolidated Application: Public Posting Evidence	Yes	Website Posting 0...	09/08/2016
03. CoC Rating and Review Procedure (e.g. RFP)	Yes	Rank Review and R...	08/23/2016
04. CoC's Rating and Review Procedure: Public Posting Evidence	Yes	Rank Review Reall...	08/23/2016
05. CoCs Process for Reallocating	Yes	Rank Review and R...	08/23/2016
06. CoC's Governance Charter	Yes	CATCH Governance ...	08/23/2016
07. HMIS Policy and Procedures Manual	Yes	HMIS Policies and...	08/25/2016
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	MHA Homeless Pref...	09/08/2016
10. CoC-HMIS MOU (if referenced in the CoC's Governance Charter)	No	HMIS Governance A...	08/23/2016
11. CoC Written Standards for Order of Priority	No	CATCH Coordinated...	09/01/2016
12. Project List to Serve Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
13. HDX-system Performance Measures	Yes	CATCH 2016 System...	08/23/2016
14. Other	No	Our House MOU wit...	09/05/2016
15. Other	No		

Attachment Details

Document Description: Notification to Applicants

Attachment Details

Document Description: Website Posting 09.08.2016

Attachment Details

Document Description: Rank Review and Reallocation Process

Attachment Details

Document Description: Rank Review Reallocation Process Public
Posting Evidence

Attachment Details

Document Description: Rank Review and Reallocation Process

Attachment Details

Document Description: CATCH Governance Documents

Attachment Details

Document Description: HMIS Policies and Procedures Manual

Attachment Details

Document Description:

Attachment Details

Document Description: MHA Homeless Preference Letter

Attachment Details

Document Description: HMIS Governance Agreement

Attachment Details

Document Description: CATCH Coordinated Entry Policy

Attachment Details

Document Description:

Attachment Details

Document Description: CATCH 2016 System Performance Measures

Attachment Details

Document Description: Our House MOU with Little Rock School District

Attachment Details

Document Description:

Submission Summary

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

Page		Last Updated
1A. Identification		08/25/2016
1B. CoC Engagement		09/13/2016
1C. Coordination		09/13/2016
FY2016 CoC Application		Page 60
		09/14/2016

1D. CoC Discharge Planning	08/15/2016
1E. Coordinated Assessment	08/15/2016
1F. Project Review	09/13/2016
1G. Addressing Project Capacity	08/15/2016
2A. HMIS Implementation	08/24/2016
2B. HMIS Funding Sources	08/29/2016
2C. HMIS Beds	09/13/2016
2D. HMIS Data Quality	08/29/2016
2E. Sheltered PIT	09/13/2016
2F. Sheltered Data - Methods	08/28/2016
2G. Sheltered Data - Quality	08/27/2016
2H. Unsheltered PIT	09/13/2016
2I. Unsheltered Data - Methods	08/27/2016
2J. Unsheltered Data - Quality	08/27/2016
3A. System Performance	09/05/2016
3B. Objective 1	09/05/2016
3B. Objective 2	09/05/2016
3B. Objective 3	09/05/2016
4A. Benefits	09/13/2016
4B. Additional Policies	09/13/2016
4C. Attachments	09/08/2016
Submission Summary	No Input Required



Ben Goodwin <ben@ourhouseshelter.org>

CoC Application

Theresa Watson, Director of Community Development <TWatson@cityofjacksonville.net> Tue, Aug 30, 2016 at 3:32 PM
To: Ben Goodwin <ben@ourhouseshelter.org>

Good afternoon Mr. Goodwin

The Rank and Review Committee has met and determined that the applications for the following programs/projects will be included in the overall application of the CoC for funding to HUD.

- Transitions Program
- Family Housing Program

Thanking your agency for participation in the CoC and the services your agency provided the above programs.



Ben Goodwin <ben@ourhouseshelter.org>

CoC Application

Theresa Watson, Director of Community Development <TWatson@cityofjacksonville.net> Thu, Sep 1, 2016 at 9:54 AM
To: Ben Goodwin <ben@ourhouseshelter.org>

From: Theresa Watson, Director of Community Development
Sent: Tuesday, August 30, 2016 3:25 PM
To: 'Jeannie Owens' <jowens@mhapha.org>
Subject: CoC Application
Importance: High

Good afternoon Ms. Owens.

The Rank and Review Committee has met and determined that your applications for the following projects/programs will be included in the overall application for funding to HUD.

- The Portage House
- Jericho Program

Thank you for your participation in the CoC and the services your agency provides through the above programs.



Ben Goodwin <ben@ourhouseshelter.org>

CoC Application

Theresa Watson, Director of Community Development <TWatson@cityofjacksonville.net> Thu, Sep 1, 2016 at 9:54 AM
To: Ben Goodwin <ben@ourhouseshelter.org>

From: Theresa Watson, Director of Community Development
Sent: Tuesday, August 30, 2016 3:28 PM
To: Sandra Mitchell <bcdman@bcdinc.org>
Subject: CoC Application
Importance: High

Good afternoon Ms. Mitchell

The Rank and Review Committee has met and determined that your application for the following program will be included in the overall application for funding submitted to HUD.

- Beyond Shelter

Thanking you for your agency participation in the CoC and the services it provides through the above programs.



Ben Goodwin <ben@ourhouseshelter.org>

CoC Application

Theresa Watson, Director of Community Development <TWatson@cityofjacksonville.net> Thu, Sep 1, 2016 at 9:54 AM
To: Ben Goodwin <ben@ourhouseshelter.org>

From: Theresa Watson, Director of Community Development
Sent: Tuesday, August 30, 2016 3:41 PM
To: Tom Grunden <Tom.Grunden@lrcmhc.com>
Subject: CoC Application
Importance: High

Good afternoon Mr. Grunden

The Rank and Review Committee has met and determined that the applications for the following programs/projects will be included in the overall application to HUD for funding.

- LRCMHC Heart Program
- LRCMHC Step Project
- LRCMHC Step 2 Project
- LRCMHC Outreach, Assessment and Treatment Program
- LRCMHC Arkansas Management Information System
- LRCMHC Joseph Project
- LRCMHC Shelter Plus Care Program #42
- LRCMHC Shelter Plus Care Program #43
- LRCMHC Shelter Plus Care Program #44
- LRCMHC Shelter Plus Care Program #45

Thanking your agency for participation in the CoC and the services it provides through the program above.

[Home](#) [About](#) [Leadership](#) [Member Agencies](#) [News & Publications](#) [Forms](#) [Events](#) [Contact Us](#)

News & Publications

COC Application & Project Ranking for Review

News

The CATCH COC Application Committee has finalized the application for FY2016 COC Program funding, and the Rank & Review Committee has reviewed and ranked the 15 renewal projects that were submitted. The Application and the Ranking List is attached.

Our plan is to submit this application on Monday afternoon, September 12. So please get any comments or questions to Ben Goodwin by Monday at 2:00 p.m. Ben can be reached at ben@ourhouseshelter.org or 501-374-7383.

Click the links below to access the files for review:

[catch-fy2016-coc-application](#)

[catch-fy2016-project-ranking](#)

< [Proposed CATCH Governance Charter](#)

About Us

Central Arkansas Team Care for the Homeless (CATCH) is a non-profit member organization with a mission to provide a community-based system for empowering the homeless and those at risk of homelessness to access housing and services that meet their needs. CATCH was founded in 1995 and has been active since that time.

Recent Posts

- > [COC Application & Project Ranking for Review](#)
- > [Proposed CATCH Governance Charter](#)
- > [COC Project Applications Due August 14](#)
- > [The FY2016 HUD COC Program Grant Period is Open!](#)
- > [FY2015 COC Funding Application](#)

Quick Contact

Your Name (required)

Your Email (required)

Your Message

Send



CATCH
Central Arkansas Team Care
for the Homeless

Review and Ranking Committee Process

Approved by Rank & Review Committee and Distributed August 2, 2016

Approved by CATCH Membership Vote, August 12, 2016

1. The Proposal Review and Ranking Committee is a three member committee chaired by a Board member who is appointed by the President with the responsibility of carrying out the review and ranking of proposals associated with the annual COC Homeless Assistance Grant application to the Department of Housing and Urban Development.
2. Technical assistance is provided by the chairperson to committee members to insure familiarity with the process prior to ranking of applications.
3. A timeline for applications to be submitted to the Review and Ranking Committee is established by the Reviewing and Ranking Committee, the Collaborative Application Workgroup and guidance from the NOFA. The timelines shall be consistent with the established internal timelines to insure the required application deadline is met.
4. All renewal applicants are required to submit a copy of the most recent HUD approved Annual Performance Report (APR), their application and an abstract, not more than two (2) pages, responsive to the Review and Ranking scoring criteria on or before August 14, 2016 7:00 p.m. CST. Please email your documents to twatson@cityofjacksonville.net.
5. The committee chairperson insures timely distribution of applicant documents to committee members for review. The panel individually reviews and scores the applications using the approved scoring tool provided, along with the project abstracts and most recent HUD approved annual performance reports. Any HUD de-obligation of funding will be taken into consideration during the scoring process.
6. The HMIS application will be reviewed for soundness, however it will not be scored. The committee has determined to rank it in Tier 1.
7. A location, date and time for the committee to meet to finalize the ranking of projects is established. When ranking projects, priority consideration will be given to: 1) new PH, PSH, RRH projects; 2) PH renewal projects, PSH renewal projects, and RRH renewal projects; 3) TH addressing family homelessness; and 4) other project renewals.
8. All applicant agencies will be notified in writing informing them if their application is accepted or rejected.
9. Information on final tabulations is provided to the Collaborative Application workgroup. The ranking of projects and all scoring criteria will be publicized to the continuum of care membership. The Review and Ranking Committee will provide feedback to applicant agencies as deemed necessary and/or if requested.

Applicant Name _____

Project Name _____

Requested Fund Amount _____

Number of Beds/Client Served _____

**HUD Homeless Assistance Programs
RENEWAL PROJECT
Quality Assurance Scoring Tool**

(0) Absent (1) **Poor** (2) **Minimal** (3) **Average** (4) **Good** (5) **Exceptional**

CATEGORY	CRITERIA	Points
EXPERIENCE AND ADMINISTRATIVE CAPACITY Maximum points - 20	Organization/ Agency Experience	
	Staff Experience/ Qualifications	
	Organizational/ Agency Capacity	
	Participation in HMIS	
	Total	
COMPREHENSIVENESS OF SERVICES Maximum points - 30	Outreach Procedures	
	Coordinated Intake Assessment	
	Referrals to Community Resources/ Services	
	Link to Permanent Housing	
	Emphasis on Ending Chronic Homelessness	
	Enrollment & Participation in Mainstream Programs	
	Total	
PROJECT FEASIBILITY Maximum points - 40	Cost Effectiveness/ Cost per Client	
	Clarity of Proposal/ Concept	
	Secured Cash Match	
	Plan for Sustainability	
	Reasonable, Clear Budget	
	Makes use of other resources	
	Plan for Support Services	
	Prevention Plan	
	Total	

CATEGORY	CRITERIA	Points
CONTINUUM OF CARE Maximum points - 40	Secured Leverage (Beyond required match)	
	Prioritizes Chronically Homeless	
	Alternative Sources for Supportive Services	
	Serve Clients throughout the CoC	
	Consistency with Consolidated Plan(s)	
	Affordable Care Act	
	Affirmatively Furthering Fair Housing	
	Serves Clients with Greatest Need	
	Total	
PAST PERFORMANCE Maximum points - 20	Clear, Feasible Outcomes	
	Conducts Client Satisfaction Surveys	
	APR (last HUD approved report)	
	** See table below ** De-obligation	
	Total	
PERMANENT HOUSING Point value - 10	Permanent housing Project	
	Total	
	PROJECT TOTALS	
Maximum points = 160		

Scales for de-obligation points

POINTS	% OF GRANT AMOUNT SPENT
5	100
4	99 – 97
3	96 – 91
2	90 – 86
1	85 -

Reviewed By: _____

Applicant Name _____

Project Name _____

Requested Fund Amount _____

Number of Beds/Client Served _____

**HUD Homeless Assistance Programs
NEW PROJECT
Quality Assurance Scoring Tool**

(0) Absent (1) **Poor** (2) **Minimal** (3) **Average** (4) **Good** (5) **Exceptional**

CATEGORY	CRITERIA	Points
EXPERIENCE AND ADMINISTRATIVE CAPACITY Maximum points - 20	Organization/ Agency Experience	
	Staff Experience/ Qualifications	
	Organizational/ Agency Capacity	
	Participation in HMIS	
	Total	
COMPREHENSIVENESS OF SERVICES Maximum points - 30	Outreach Procedures	
	Coordinated Intake Assessment	
	Referrals to Community Resources/ Services	
	Link to Permanent Housing	
	Emphasis on Ending Chronic Homelessness	
	Enrollment & Participation in Mainstream Programs	
	Total	
PROJECT FEASIBILITY Maximum points - 40	Cost Effectiveness/ Cost per Client	
	Clarity of Proposal/ Concept	
	Secured Cash Match	
	Plan for Sustainability	
	Reasonable, Clear Budget	
	Makes use of other resources	
	Plan for Support Services	
	Prevention Plan	
	Total	

CATEGORY	CRITERIA	Points
CONTINUUM OF CARE Maximum points - 40	Secured Leverage (Beyond required match)	
	Prioritizes Chronically Homeless	
	Alternative Sources for Supportive Services	
	Serve Clients throughout the CoC	
	Consistency with Consolidated Plan(s)	
	Affordable Care Act	
	Affirmatively Furthering Fair Housing	
	Serves Clients with Greatest Need	
	Total	
EVALUATION/ OUTCOMES Maximum points - 10	Clear, Feasible Outcomes	
	Conducts Client Satisfaction Surveys	
	Total	
PERMANENT HOUSING Point value - 20	Permanent housing Project	
	PROJECT TOTALS	
Maximum points = 160		

Reviewed By:_____

[Home](#) [About](#) [Leadership](#) [Member Agencies](#) [News & Publications](#) [Forms](#) [Events](#) [Contact Us](#)

News & Publications

COC Project Applications Due August 14

News

New and renewal COC project applications are due to the Rank & Review Committee by **August 14**. Please see attached Rank & Review process document as well as scoring tools for new and renewal projects. This means that your application has to be submitted in eSnaps prior to this date, with a pdf copy of the application, a two-page abstract, and a copy of your most recent APR submitted to the Rank & Review committee by this date.

Note that the August 14 deadline is a requirement in the NOFA. Specifically, COCs are required to set a local competition deadline that is 30 prior to the overall deadline, which this year is September 14.

We hope to receive applicants for the new project funding! Specifically, **there is \$79,662 available for new Permanent Housing or Rapid Rehousing projects** under the Permanent Housing Bonus incentive offered by HUD. Receipt of the funds is contingent upon our entire COC application receiving a high enough score.

If you have questions about this process or are interested in applying for a new project, please contact Ben Goodwin, CATCH President, at [501-374-7383 ext 209](tel:501-374-7383) or ben@ourhouseshelter.org.

[Rank and Review Committee Process](#)

[Scoring Tool – New Project](#)

[Scoring Tool – Renewal Project](#)

About Us

Central Arkansas Team Care for the Homeless (CATCH) is a non-profit member organization with a mission to provide a community-based system for empowering the homeless and those at risk of homelessness to access housing and services that meet their needs. CATCH was founded in 1995 and has been active since that time.

Recent Posts

> [Proposed CATCH Governance Charter](#)

> [COC Project Applications Due August 14](#)

> [The FY2016 HUD COC Program Grant Period is Open!](#)

> [FY2015 COC Funding Application](#)

> [CATCH By-Laws](#)

Quick Contact

Your Name (required)

Your Email (required)

Your Message

[Send](#)



CATCH
Central Arkansas Team Care
for the Homeless

Review and Ranking Committee Process

Approved by Rank & Review Committee and Distributed August 2, 2016

Approved by CATCH Membership Vote, August 12, 2016

1. The Proposal Review and Ranking Committee is a three member committee chaired by a Board member who is appointed by the President with the responsibility of carrying out the review and ranking of proposals associated with the annual COC Homeless Assistance Grant application to the Department of Housing and Urban Development.
2. Technical assistance is provided by the chairperson to committee members to insure familiarity with the process prior to ranking of applications.
3. A timeline for applications to be submitted to the Review and Ranking Committee is established by the Reviewing and Ranking Committee, the Collaborative Application Workgroup and guidance from the NOFA. The timelines shall be consistent with the established internal timelines to insure the required application deadline is met.
4. All renewal applicants are required to submit a copy of the most recent HUD approved Annual Performance Report (APR), their application and an abstract, not more than two (2) pages, responsive to the Review and Ranking scoring criteria on or before August 14, 2016 7:00 p.m. CST. Please email your documents to twatson@cityofjacksonville.net.
5. The committee chairperson insures timely distribution of applicant documents to committee members for review. The panel individually reviews and scores the applications using the approved scoring tool provided, along with the project abstracts and most recent HUD approved annual performance reports. Any HUD de-obligation of funding will be taken into consideration during the scoring process.
6. The HMIS application will be reviewed for soundness, however it will not be scored. The committee has determined to rank it in Tier 1.
7. A location, date and time for the committee to meet to finalize the ranking of projects is established. When ranking projects, priority consideration will be given to: 1) new PH, PSH, RRH projects; 2) PH renewal projects, PSH renewal projects, and RRH renewal projects; 3) TH addressing family homelessness; and 4) other project renewals.
8. All applicant agencies will be notified in writing informing them if their application is accepted or rejected.
9. Information on final tabulations is provided to the Collaborative Application workgroup. The ranking of projects and all scoring criteria will be publicized to the continuum of care membership. The Review and Ranking Committee will provide feedback to applicant agencies as deemed necessary and/or if requested.

Applicant Name _____

Project Name _____

Requested Fund Amount _____

Number of Beds/Client Served _____

**HUD Homeless Assistance Programs
RENEWAL PROJECT
Quality Assurance Scoring Tool**

(0) Absent (1) **Poor** (2) **Minimal** (3) **Average** (4) **Good** (5) **Exceptional**

CATEGORY	CRITERIA	Points
EXPERIENCE AND ADMINISTRATIVE CAPACITY Maximum points - 20	Organization/ Agency Experience	
	Staff Experience/ Qualifications	
	Organizational/ Agency Capacity	
	Participation in HMIS	
	Total	
COMPREHENSIVENESS OF SERVICES Maximum points - 30	Outreach Procedures	
	Coordinated Intake Assessment	
	Referrals to Community Resources/ Services	
	Link to Permanent Housing	
	Emphasis on Ending Chronic Homelessness	
	Enrollment & Participation in Mainstream Programs	
	Total	
PROJECT FEASIBILITY Maximum points - 40	Cost Effectiveness/ Cost per Client	
	Clarity of Proposal/ Concept	
	Secured Cash Match	
	Plan for Sustainability	
	Reasonable, Clear Budget	
	Makes use of other resources	
	Plan for Support Services	
	Prevention Plan	
	Total	

CATEGORY	CRITERIA	Points
CONTINUUM OF CARE Maximum points - 40	Secured Leverage (Beyond required match)	
	Prioritizes Chronically Homeless	
	Alternative Sources for Supportive Services	
	Serve Clients throughout the CoC	
	Consistency with Consolidated Plan(s)	
	Affordable Care Act	
	Affirmatively Furthering Fair Housing	
	Serves Clients with Greatest Need	
	Total	
PAST PERFORMANCE Maximum points - 20	Clear, Feasible Outcomes	
	Conducts Client Satisfaction Surveys	
	APR (last HUD approved report)	
	** See table below ** De-obligation	
	Total	
PERMANENT HOUSING Point value - 10	Permanent housing Project	
	Total	
	PROJECT TOTALS	
Maximum points = 160		

Scales for de-obligation points

POINTS	% OF GRANT AMOUNT SPENT
5	100
4	99 – 97
3	96 – 91
2	90 – 86
1	85 -

Reviewed By: _____

Applicant Name _____

Project Name _____

Requested Fund Amount _____

Number of Beds/Client Served _____

**HUD Homeless Assistance Programs
NEW PROJECT
Quality Assurance Scoring Tool**

(0) Absent (1) **Poor** (2) **Minimal** (3) **Average** (4) **Good** (5) **Exceptional**

CATEGORY	CRITERIA	Points
EXPERIENCE AND ADMINISTRATIVE CAPACITY Maximum points - 20	Organization/ Agency Experience	
	Staff Experience/ Qualifications	
	Organizational/ Agency Capacity	
	Participation in HMIS	
	Total	
COMPREHENSIVENESS OF SERVICES Maximum points - 30	Outreach Procedures	
	Coordinated Intake Assessment	
	Referrals to Community Resources/ Services	
	Link to Permanent Housing	
	Emphasis on Ending Chronic Homelessness	
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	Clarity of Proposal/ Concept	
	Secured Cash Match	
	Plan for Sustainability	
	Reasonable, Clear Budget	
	Makes use of other resources	
	Plan for Support Services	
	Prevention Plan	
	Total	

CATEGORY	CRITERIA	Points
CONTINUUM OF CARE Maximum points - 40	Secured Leverage (Beyond required match)	
	Prioritizes Chronically Homeless	
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	Affirmatively Furthering Fair Housing	
	Serves Clients with Greatest Need	
	Total	
EVALUATION/ OUTCOMES Maximum points - 10	Clear, Feasible Outcomes	
	Conducts Client Satisfaction Surveys	
	Total	
PERMANENT HOUSING Point value - 20	Permanent housing Project	
	PROJECT TOTALS	
Maximum points = 160		

Reviewed By:_____



CATCH
Central Arkansas Team Care
for the Homeless

GOVERNANCE CHARTER

Approved by Membership Vote August 12, 2016

Purpose of the Charter

This Charter sets out the responsibilities of Central Arkansas Team Care for the Homeless (CATCH), which serves as the official Continuum of Care overseeing homeless programs and services in a four-county region of central Arkansas (Pulaski, Lonoke, Saline, and Prairie Counties). This Charter is meant to supplement and complement three other documents that, with the addition of this Charter, collectively comprise the Governance Documents of CATCH. The other documents are:

- The Articles of Incorporation, which establish CATCH as a nonprofit organization in the state of Arkansas.
- The By-Laws, which set out the definitions and procedures surrounding membership, committee structure, decision-making, etc.
- The HMIS Governance Agreement, which outlines CATCH's responsibilities for overseeing a continuum-wide Homeless Management Information System.

Operating Year

CATCH will operate on a 12-month basis, beginning on January 1 and ending on December 31.

Purpose of the Continuum of Care and Continuum of Care Board

CATCH is an inclusive, community-based group that plans for and manages homeless assistance resources and programs efficiently and effectively with the ultimate goal of ending homelessness in central Arkansas. CATCH is the planning body in central Arkansas that coordinates the community's policies, strategies and activities toward ending homelessness. Its work includes (1) gathering and analyzing information in order to determine the local needs of people experiencing homelessness, (2) implementing strategic responses, (3) educating the community on homeless issues, (4) providing advice and input on the operations of homeless services, and (5) measuring CoC performance. The CoC designates the Collaborative Applicant and the HMIS Lead Agency. The CoC delegates to the CoC Board the making of decisions regarding operating the CoC and planning for the CoC. The CoC Board establishes the local process for applying, reviewing and prioritizing project applications for funding in the annual HUD Homeless Assistance CoC Grants competition.

Responsibilities

The responsibilities of the CoC Board include:

Operating a Continuum of Care

- Develop, follow, and update as needed the Governance Documents, which will include all

procedures and policies needed to comply with HUD requirements and with HMIS requirements, including a code of conduct and recusal process for the CoC Board, its chair(s), and any person acting on behalf of the CoC Board.

- In consultation with recipients of ESG funds within central Arkansas, establish and operate either a centralized or coordinated assessment system that provides an initial, comprehensive assessment of the needs of individuals and families for housing and services.
- In consultation with recipients of ESG funds within central Arkansas, establish and consistently follow written standards for providing CoC assistance.
- Consult with recipients and sub-recipients to establish performance targets appropriate for population and program type.
- Monitor performance of CoC and ESG recipients and sub-recipients.
- Evaluate the outcomes of projects funded under ESG and CoC programs.
- Take action against ESG and CoC projects that perform poorly.
- Report the outcomes of ESG and CoC projects to HUD annually.

Continuum of Care Planning

- Coordinate the implementation of a housing and service system within central Arkansas that meets the needs of homeless individuals and families. At a minimum, such a system encompasses the following:
 - Outreach, engagement, and assessment
 - Shelter, housing, and supportive services
 - Prevention strategies
- Plan for and conduct, at least biennially (i.e., every other year), a point-in-time count of homeless persons within central Arkansas that meets HUD requirements, including a housing inventory of shelters, transitional housing, and permanent housing reserved for homeless persons, in general, and chronically homeless persons and veterans, specifically, as HUD requires.
- Conduct an annual gaps analysis of the needs of homeless people, as compared to available housing and services within central Arkansas.
- Provide information required to complete the Consolidated Plan(s) within central Arkansas.
- Consult with State and local government ESG recipients within central Arkansas on the plan for allocating ESG funds and reporting on and evaluating the performance of ESG recipients and sub-recipients.
- Determine whether to select the Collaborative Applicant to apply for Unified Funding Agency designation from HUD.

Collaborative Applicant Responsibilities

The CoC designates the City of Little Rock as the Collaborative Applicant for CATCH. Specific responsibilities of the Collaborative Applicant include but are not limited to:

- Participate in annual COC Application process and submit the collaborative application.
- Share communication from HUD with the CATCH Board of Directors.
- Prepare COC Planning Grant applications and administer awarded COC Planning Grant funds, including providing required matching funds.
- Maintain a “CATCH Coordinator” staff position, when funds are available including through COC Planning Grant funds, to provide staff support to CATCH.

Conflict of Interest

No member of the Board of Directors (including Officers) shall vote upon or participate in the discussion of any matter which shall have a direct financial bearing on the organization that the member represents. This includes all decisions with respect to funding, awarding contracts, and implementing corrective actions.

Directors of the Board and all employees and other agents of the Board must abide by the following rules in order to avoid conflicts of interest and promote public confidence in the integrity of the CoC and its processes. Failure to honor these rules will be grounds for removal from the Board or dismissal from the Board's service.

- No Board Director or agent may participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefit to:
 - Any organization that he or a member of his immediate family represents; or
 - Any organization from which he or a member of his immediate family derives income or anything of value.
- Whenever a Board Director or agent or any immediate family member of a Director or agent has a financial interest or any other personal interest in a matter coming before the Board, the Director or agent must:
 - Fully disclose the nature of the interest; and
 - Withdraw from discussing, lobbying, and voting on the matter.
- Any matter in which a Director has an actual or potential conflict of interest will be decided only by a vote of the disinterested directors. In addition, the minutes of any meeting at which such a vote is conducted must reflect the disclosure of the interested Director's actual or potential conflict of interest and his abstention.

Review of Charter and Governance Documents

The ByLaws Committee of CATCH will review this charter and the other Governance Documents annually to ensure they remain consistent with the CoC's objectives and responsibilities. Changes or modifications will be addressed by a formal motion then brought before the statewide membership for approval.

STATE OF ARKANSAS



ARKANSAS SECRETARY OF STATE

To All to Whom These Presents Shall Come, Greetings:

I, Mark Martin, Arkansas Secretary of State of Arkansas, do hereby certify that the following and hereto attached instrument of writing is a true and perfect copy of

Articles of Incorporation

of

CENTRAL ARKANSAS TEAM CARE FOR THE HOMELESS (CATCH), INC.

filed in this office December 4, 2013 in compliance with the provisions of the law and are hereby declared a body politic and corporate, by the name and style aforesaid, with all the powers, privileges and immunities granted in the law thereunto appertaining.



In Testimony Whereof, I have hereunto set my hand and affixed my official Seal. Done at my office in the City of Little Rock, this 4th day of December, 2013.

Mark Martin

Arkansas Secretary of State



Arkansas Secretary of State

Mark Martin

State Capitol • Little Rock, Arkansas 72201-1094

501-682-3409 • www.sos.arkansas.gov

Business & Commercial Services, 250 Victory Building, 1401 W. Capitol, Little Rock

Articles of Incorporation – Domestic Nonprofit

501(c)(3) Compliant Language

(PLEASE TYPE OR PRINT CLEARLY IN INK)

We, the undersigned, acting as incorporators of a corporation under the Act 1147 of 1993 (the Arkansas Nonprofit Act), Adopt the following Articles of Incorporation of such corporation.

1. The name of the corporation: CENTRAL ARKANSAS TEAM CARE FOR THE HOMELESS (CATCH), INC.

2. This corporation is: (check one of the following)

☒ Public – Benefit Corporation

☐ Mutual – Benefit Corporation

☐ Religious Corporation

3. Will this corporation have members? ☒ Yes

☐ No

4. Power of the corporation: (select A or B)

☒ A. IRS (501)(c)(3) suggested language: 10/29/2007

No part of the net earnings of the corporation shall inure to the benefit, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in previous articles hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 51(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

☐ B. Other as described: _____

5. The purpose for which this corporation is organized: (select A or B)

☒ A. IRS (501)(c)(3) suggested language: 10/29/2007

Said corporation is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under 501(c)(3) of the International Revenue Code, or the corresponding section of any future federal tax code.)

☐ B. Other as described: _____

6. Distribution of assets on dissolution: (select A or B)

☒ A. IRS (501)(c)(3) suggested language: 10/29/2007

Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations as said Court shall determine which are organized and operated exclusively for such purposes.

☐ B. Other as described: _____

7. Corporation's initial registered agent: Ben Goodwin

Name

302 E. Roosevelt Rd.

Street Address

Little Rock, Arkansas 72206

City, State Zip

Street Address Line 2

8. Incorporator information: (Use additional pages if necessary)

Ben Goodwin

Name

Signature

12/03/2013

Date

302 E. Roosevelt Rd.

Address

Little Rock, Arkansas 72206

City, State Zip

Name

Signature

Date

Address

City, State Zip

Name

Signature

Date

Address

City, State Zip

Optional: You may attach any of the following if applicable to this corporation.

- The names and addresses of the initial directors
- Other provisions as deemed necessary

★ Notice ★

Section 501(c)(3) tax exempt status is determined by the Internal Revenue Service. The filing of articles of incorporation with the Arkansas Secretary of State does not confer or guarantee tax exempt status by the IRS.

CATCH BY-LAWS
Central Arkansas Team Care for the Homeless
A Non-Profit Organization
(Revised – November 2012)

ARTICLE I – NAME

The name of this Organization shall be the Central Arkansas Team Care for the Homeless, hereafter referred to as *CATCH*. *CATCH* is a non-profit member organization.

Upon dissolution of the organization, any remaining funds or assets are given to a homeless related entity within the State of Arkansas.

ARTICLE II – MISSION

The mission of CATCH is to provide a community-based system designed to empower the homeless or those at risk of homelessness to access housing and services that meet their needs.

ARTICLE III – MEMBERSHIP

SECTION I: MEMBERSHIP

Membership: CATCH will have a single class of members comprised of the following two categories:

- A. Individual Members: Persons who are homeless and/or concerned with the care and treatment of the poor and homeless.
- B. Organizational Members: Members may include organizations determined to be interested in, or concerned with the care and treatment of the poor and homeless.

SECTION II: RIGHTS OF MEMBERS

- A. Admission: Membership is open to all. Requests for membership may be directed to any Director.
- B. Members may attend the quarterly membership meetings of CATCH.
- C. To vote on issues brought before said membership.
- D. Members may serve on CATCH committees at the invitation of the Committee Chair.
- E. After one year of service, members are eligible for election to the CATCH Board of Directors.

SECTION III. DUTIES OF MEMBERS

- A. To support the goals and objectives of CATCH.
- B. To participate in the activities of CATCH.
- C. To pay annual membership dues as established by the Board of Directors.

- D. To be a member of good standing (good standing is defined as having attended at least 50% of the membership meetings in the past year and actively serving on at least one CATCH committee.)

SECTION IV: MEETINGS OF MEMBERS

- A. Members of CATCH shall meet at least quarterly.
- B. Special meetings of the Members may be called by the President or by written petition to the President signed by at least 5 (five) members.
- C. Members will be notified at least 24 (twenty-four) hours in advance on special called meetings.

SECTION V: MEMBERSHIP DUES

- A. The Board will set membership dues annually with recommendation and approval from the membership.
- B. Membership dues may be waived at the discretion of the Board.

ARTICLE IV

SECTION I: MEMBERSHIP

- A. All activities of CATCH shall be under the supervision of the Board of Directors, and must conform to the United States tax code, and rules and regulations of the Internal Revenue Service and the laws of the State of Arkansas concerning nonprofit organizations.
- B. Directors must be organizational or individual members of CATCH for a minimum of 1 (one) year.
- C. The CATCH Board will be comprised of at least 13 (thirteen) Directors and will be elected annually by the Board of Directors of CATCH. The CATCH Board of Directors will include two ex officio positions designated for the Chair of the Commission on Homelessness and the Ten Year Plan Homeless Coordinator. The two ex officio positions will exercise the same rights and responsibilities of any elected member of the CATCH Board of Directors including voting and serving as committee chair or other assigned responsibility.
- D. Directors may serve up to 5 (five) one-year consecutive terms. If it should become necessary for continuity, the CATCH membership may vote to extend a Board of Directors term of eligibility from 5 (five) to 6 (six) years.
- E. The CATCH Board of Directors will meet at least monthly except for months in which there is a General Membership meeting.
- F. Board of Directors nominations will take place during the Month of August CATCH membership meeting. Elections of the Board of Directors will be held during the November CATCH membership meeting, and will be for one-year terms, beginning on the convening of the next Board Meeting.
- G. The Board will make an active effort to seek diversity among its Directors, and shall not discriminate based on race, ethnicity, gender, age, religion, or sexual orientation.
- H. Each Director must serve on at least one committee, not including the Executive Committee.
- I. The Board will have the authority to remove any Director by a majority vote of those present at a duly constituted meeting of the Board.

- J. Directors must attend at least 50% of the regularly scheduled board meetings per year, unless excused by Board President.
- K. To assure community participation, coordination and networking, two ex officio positions will be designated for the Chair of the Commission on Homelessness and the Ten Year Plan Homeless Coordinator. These CATCH memberships are afforded all rights and privileges of CATCH individual or organizational affiliated membership with exception as serving as a CATCH Officer.
- L. Only one person from each organization may vote on any item that comes before CATCH.

SECTION II: OFFICERS

- A. The President shall be the principal Executive Officer of CATCH and will coordinate and facilitate all business and affairs of CATCH. The President will preside at all meetings of the Members and the Directors and will perform all other duties as may be assigned by the Directors.
- B. The Vice President will, in the absence of the President or in the event of an inability or refusal to act, perform these duties and will have the powers of and be subject to all the restrictions of the President. The Vice President will perform all other duties as may be assigned by the President or by the Directors.
- C. The Secretary will keep minutes of meetings; ensure that all notices are given in accordance with the provisions of the By-laws; maintain the corporate records, keep and update a register of the mailing addresses of all members and directors, and perform all duties incident to the office of Secretary and other duties assigned by the President or by the Directors.
- D. The Treasurer shall have the charge and custody of, and be responsible for, all the fund and securities of CATCH. The Treasurer shall receive, deposit, and provide receipts for all money due and payable to CATCH, keep a record of dues paid by each member of CATCH; submit regular financial reports to the Board and perform all other duties incident to the office of Treasurer and other duties as may be assigned by the President or its Directors.
- E. The Parliamentarian shall be familiar with *Robert's Rules of Order, Newly revised*, and see that they are appropriately followed. The rules contained in the current edition of *Roberts Rules of Order Newly Revised* shall govern CATCH in all cases to which they are applicable and in which they are not inconsistent with the bylaws of CATCH and any other special rules of order CATCH may adopt.
- F. The Past President shall be an ex officio member of CATCH and provide continuity to the Board and its officers.
- G. The Officers of CATCH will be elected annually by the Board of Directors at the January meeting of the Board.

SECTION III: NOMINATIONS AND ELECTIONS

- A. *Nominations for Directors can be submitted by any member of CATCH and shall be given to the Nominating Committee at least 30 (thirty) days prior to the election meeting. The Nominating Committee will accept for review the submitted nominees and prepare a ballot of nominees published 30 (thirty) days prior to the November general membership meeting. The Nominating Committee will present this ballot of nominees for voting by the membership during the November general membership meeting. (Approved November 9, 2012)*
- B. Candidates will be voted on at the quarterly meeting of members. Members who have not been a member for at least one year are ineligible to vote.

- C. Vacancies will be filled by the vote of a majority of the members present at the next quarterly meeting. All Directors elected to fill vacancies will serve until the next annual election. A candidate from the outgoing member's organization will be proposed to the general membership for election. If no candidate from the organization is available to fill the vacancy, vacancies will be filled by a vote of a majority of the members present at the next quarterly meeting.
- D. To vote in any election, members have to be in good standing.

SECTION IV: MEETINGS

- A. The Board will meet at least 6 (six) times a year at times and places to be determined by the President with the consent of the Directors.
- B. Special meetings of the Directors may be called by the President or by written petition to the President signed by at least 5 (five) Directors.
- C. Notice of all regularly scheduled Board meetings will be communicated to the Directors at least 7 (seven) days in advance of the meeting date.
- D. Directors should make every effort to attend all scheduled Board and quarterly CATCH membership meetings. Directors must inform the President of extenuating circumstances preventing their attendance and also inform the President of his/her designated representative.

ARTICLE V – COMMITTEES

SECTION I:

CATCH will have the following standing committees:

- A. **Executive Committee** – *CATCH Officers*
The Executive Committee acts on behalf of the board of directors when necessary. All actions taken by Executive Committee require Board of Directors ratification.
- B. **Nominations Committee** – *One Board Member and Two General Members all to be appointed by the President.*
Accept nominations for Directors from the general membership and prepare a ballot for voting on new directors. Prepare a slate of officers for the Board to vote on each year
- C. **Bylaws Committee** – *Parliamentarian, Secretary, and one Member from the General Membership, all to be appointed by the President.*
Reviews by-laws periodically for relevance, drafts needed additions to by-laws for review/approval by membership.
- D. **Financial Committee** – *Treasurer and Two Board Members to be appointed by the President*
(Assume financial responsibilities under envisioned broader role of CATCH in the future as grantee and broker of services and resources)

- E. Public Policy and Community Awareness** – Five Members from either the Board or General Membership with Chairman from Board all to be appointed by President
- Prepare and disseminate general information on homelessness to the broader community and information concerning CATCH and its activities
 - Review and dissemination of federal, state and local legislative and Public Policy affecting homelessness and CATCH
 - Prepare Public Policy Position Papers, Articles and/or other materials on behalf of CATCH and its membership
- F. Plan Committee (McKinney-Vento Homeless Program)** – Five Members composed of Chairman and Four Subcommittee Chairs all to be appointed by President
- Prepare and Oversee Annual CATCH Work Plan
 - **Exhibit One Subcommittee** – Five Members chaired by Board Member appointed by President with remaining subcommittee membership selected from Board and General Membership. Other Catch members and interested parties will be invited to participate in the work of the subcommittee.
 - **HIMIS and Data Management Subcommittee** – Five Member committee chaired by Board Member appointed by President with remaining membership selected from Board and General Membership. HIMIS users will constitute a users advisory group and network for communication, training and technical assistance purposes.
 - **Need Assessment and Annual Count Subcommittee** - Five Member committee chaired by Board Member appointed by President with remaining membership selected from Board and General Membership. Other CATCH Members and interested parties will be invited to participate in the work of the subcommittee including the community wide homeless count and other needs assessment activities and tasks.
 - **Proposal Review and Ranking Subcommittee** – Three Member committee chaired by Board Member appointed by the President with remaining membership selected from Board membership. The subcommittee will select a review and ranking workgroup to carry out the review and ranking of proposals associated with the annual CATCH application to HUD
- G. Monitoring and Evaluation Committee** - Five Members from either the Board or General Membership with the Chairman from Board and all appointed by President. Committee Chairman and Majority of Committee Membership will be recruited from non-applicant HUD SHP CATCH participants.
- Grantee Monitoring and Oversight
 - In concert with the local HUD office, establish procedure for grantee monitoring with HUD
 - Evaluate and report accomplishment of CATCH annual goals and anticipated outcomes
 - Receive and consider Annual Progress Reports and HUD reviews of Grantee performance
- (HUD SHP grantees will be recruited for technical assistance support for the committee membership.)

H. Membership and Training Committee - Five Members from either the Board or General Membership with Chairman from Board with all appointed by President

- Establish and monitor CATCH general membership criteria
- Recruit CATCH membership
- Prepare and conduct membership orientation
- Solicit and arrange educational presentations for the general membership meetings
- Arrange other special workshops or presentations as requested by Board of Directors
- Represent the CATCH in statewide conference program development activities

I. Grievance Committee - A special ad hoc committee to be appointed by the Chairman to review and investigate complaints recognized and declared by the Board to be a grievous matter. The Grievance Committee will be chaired by the Parliamentarian unless named in the complaint and two members of the Board with one member recommended by the complaining party/organization. The President will appoint each member of the Committee.

The special ad hoc committee will seek to resolve the grievance and conclude its work with a written report to the Board of Directors. The Board of Directors will either accept the written report or refer the matter back to the special ad hoc committee for further consideration. Acceptance of the special ad hoc committee's written report by the Board of Directors will consider the work completed.

J. Other Special Appointed Committees or Ad Hoc Work Groups

Established by a Board recommendation and Membership Approval by majority vote in accordance with CATCH Bylaws.

K. Other Special Committees or Ad Hoc Workgroups

Other special committees and workgroups can be established by Board action with each group to be chaired by a Board Member appointed by the President.

SECTION II:

The Board or Executive Committee may create and dissolve ad hoc committees as necessary.

SECTION III:

The President and the Board Development Committee will appoint committee chairs from the Board of Directors.

SECTION IV:

The terms of the committee chairs will be for 1 (one) year. The Committee chairs may serve for no more than 3 (three) consecutive terms.

SECTION V:

Committee chairpersons, with the approval of the Executive Committee will appoint the committee members.

SECTION VI:

All committees will maintain written records of meetings and should file reports to the Directors at regularly scheduled board meetings.

ARTICLE VI – PARLIAMENTARY AUTHORITY

SECTION I:

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* will govern CATCH in all cases to which they are applicable and in which they are not inconsistent with the By-laws and any special rules of order that CATCH may adopt. CATCH will use consensus as the primary vehicle for decision-making whenever possible.

SECTION II:

A quorum will consist of 1/3 (one-third) of the Board membership.

SECTION III:

The Directors, in transacting business, may act by vote of a majority present at any duly constituted Board meeting except where noted otherwise.

ARTICLE VII – MANAGEMENT OF FUNDS

SECTION I:

CATCH funds will be deposited in banks, trust companies or other depositories as the Board of Directors may select. All checks to be withdrawn must have the signature of the President and the Treasurer.

SECTION II:

The Board may authorize the President and the Treasurer to enter into contract or execute and deliver any contract or other instrument in the name of and on behalf of CATCH. Such authority may be general or confined to specific instances with the approval of the Board.

- A. All checks, drafts and other evidence of indebtedness issued in the name of CATCH must be signed or endorsed by the President and the Treasurer of CATCH.
- B. CATCH funds may not be loaned to any Director or Members, or to any corporation, firm, association or other entity in which they are a director or officers, or hold a substantial financial interest.

SECTION III:

The Board with approval of the membership has the authority to appoint/hire an Executive Director for the organization who will perform such functions as recommended by the Board.

SECTION IV:

The Board may accept on behalf of CATCH any contribution, gift, bequest, or device for the general purposes or for any special purposes of CATCH only where the acceptance and disposition of any gift is strictly in accordance with the limitation for the By-laws.

SECTION V:

The books and records of CATCH will be made available to members for inspection, within 5 (five) working days after a request is made to the President.

ARTICLE VII – AMENDMENTS

SECTION I:

Amendments may be proposed by the Board or upon petition of any 10 (ten) members addressed to the Board. The Membership and Board Development Committee must present in writing, 30 (thirty) days before a vote is taken, all proposed amendments to the CATCH membership for review, comments and approval.

SECTION II:

These By-laws may be amended by the Membership at any scheduled or special meeting provided that at least 30 (thirty) days prior notice, in writing, has been given to Membership.

SECTION III:

Absentee ballots will be provided on request to the President, and must be received by the Secretary at least 5 (five) days before the meeting at which the vote is to be taken.

SECTION IV:

The By-laws may be altered, amended, or repealed and new By-laws may be adopted by concurring vote of a majority of the Membership present.

Arkansas Management Information System (ARMIS)
Arkansas' Statewide Homeless Management Information System

Statewide HMIS Governance Charter

Overview and Purpose:

The purpose of the ARMIS Governance Charter is to outline the governance roles, responsibilities, relationships, and authorities of Arkansas' Continuum of Care, the HMIS Lead Agency (Little Rock Community Mental Health Center), and participating agencies. This governance charter is designed to ensure the operation of and consistent participation in ARMIS for the purpose of meeting HUD requirements and making planning and funding decisions. The governance charter is required under the HEARTH Act, specifically the Continuum of Care Interim Final Rule, established July 31, 2012. The ARMIS program, which currently utilizes Bowman System's ServicePoint software, has been in place since not long after HMIS was implemented around 2001. Since 2009, the Little Rock Community Mental Health Center (hereafter "LRCMHC") has served as the ARMIS Lead Agency. LRCMHC was appointed by the CATCH CoC, who at the time, was the only CoC in Arkansas to have a designated CoC HMIS grant funded through HUD. The decision to appoint LRCMHC as the HMIS Lead Agency was made in consultation and with the HUD Little Rock field office and the Arkansas Department of Human Services, Office of Community Services, which serves as the statewide ESG grantee. As such, LRCMHC serves as the HMIS Lead for all CoCs participating in the ARMIS implementation. By participating in the ARMIS implementation, the CoCs agree to adopt the terms of this Charter as stated herein. Much of this governance charter was borrowed from the Georgia HMIS (GHMIS) Governance Charter, though it was modified to fit the Arkansas implementation, in accordance to HUD guidance in the CoC Program Interim Rule (2012) and HMIS Proposed Rules (2011).

HMIS Governance: Decision Making & Authority:

As ARMIS is a statewide HMIS implementation, with dedicated HMIS grants from multiple CoCs as well as funding from the Arkansas Department of Human Services, a statewide HMIS Council (hereafter "Council") will serve to govern the HMIS implementation and make decisions as needed related to statewide implementation. Each CoC will be represented on the Council, along with the HMIS Lead Agency and the Arkansas Department of Human Services.

The HMIS Lead is subject to oversight by the Council, which operates as the liaison between the HMIS Lead Agency and the Continuum for the purposes of overseeing ARMIS-related activities. The Council will be made up of designated committee members from all Continuum, the Arkansas Department of Human Services and the HMIS Lead. Each Continuum participating in ARMIS must identify two representatives to serve on the Council that will provide oversight of the implementation. This participation must include one representative from the Continuum of Care Board and one other CoC representative. These representatives are responsible for ensuring their Continuum leadership is fully informed of ARMIS decisions and for making decisions on behalf of the Continuum, such as improvements and enhancements to the ARMIS Policies and Procedures. One representative from the Arkansas Department of Human Services and the HMIS Lead Agency will also be members of the Council.

The HMIS Lead will ultimately retain decision-making authority and responsibility related to basic ARMIS project management functions (such as compliance with Data Standards, security and privacy settings).

The Council will provide input and final approval of the statewide ARMIS Policies and Procedures. Although the Continua may also choose to add supplemental requirements or policies, they may not contradict the statewide Policies and Procedures. The Council will periodically review changes to the current Data and Technical Standards and other reporting requirements to ensure system compliance. The Council will also vote on customizations and enhancements that affect the overall functionality of the software.

The Council will review the ARMIS Statewide HMIS Governance Charter (this document) annually. Any amendments to this Governance Charter will be based on a majority vote by quorum (>50%) of Council members. LRCMHC, as the HMIS Lead, has the right to accept or not accept proposed changes that may have an impact on their ability to successfully perform their duties as HMIS Lead.

Continuum of Care HMIS Responsibilities:

By agreeing to participate in the statewide HMIS implementation, the local Continuum agrees to carry out the following responsibilities:

- Identify two representatives (at least one being a CoC Board member) to serve on the statewide HMIS Council to provide oversight of the implementation and represent the Continuum in ARMIS decision-making.
- Designate the HMIS software funded through LRCMHC (HMIS Lead) as the designated software for its Continuum.
- Designate LRCMHC (the HMIS Lead) to manage the implementation of the Continuum's HMIS.
- Understand HUD HMIS and reporting requirements.
- Ensure participation by service providers within Continuum jurisdictions including compliance with data quality and completeness thresholds set forth in the ARMIS Policies and Procedures and the CoC Participation Agreement.
- Require compliance with ARMIS Policies and Procedures for all Continuum agencies.
- Review and submit all HUD required Continuum reports (Housing Inventory Chart, Point in Time Count, Annual Homeless Assessment Report). The HMIS Lead will assist in the preparation of these reports, with the support of the Continuum of Care.
- Obtain and maintain funding for any additional staff or system enhancements that the Continuum deems necessary, but not provided by the HMIS Lead through CoC's HMIS grant for the ARMIS implementation. If a Continuum applies for a dedicated HMIS grant, and in keeping with current HUD guidelines, LRCMHC should be the applicant and grantee for that grant as the HMIS Lead.

HMIS Lead Responsibilities :

Subject to the availability of HUD and local Continuum resources and unanticipated HUD mandates, and to the best of its ability, the HMIS Lead agrees to carry out the following responsibilities:

Project Management

- Oversee the operation and management of ARMIS including continual monitoring of data system (not system user) compliance with all HUD Data and Technical Standards.
- Obtain and maintain ARMIS Participation Agreements with all participating agencies and users and CoCs.

- Administer HUD HMIS awards for Continuum jurisdictions within the ARMIS implementation, including hiring and supervising of any staff funded through a dedicated HMIS grant in any CoC.
- Schedule, coordinate and participate in statewide ARMIS Council meetings and participate in meetings of local CoC HMIS Committees.

System Functionality

- Enter into a formal contractual relationship with the ARMIS Vendor that outlines the requirements and responsibilities of the Vendor, including those required by HUD through its Data and Technical Standards, rules, notices, etc.
- Ensure the Vendor's software system maintains timely compliance with all HUD Data and Technical Standards as well as the Privacy and Security Standards.
- Ensure software system maintains timely compliance with any other required standards set by other Federal and State programs that require HMIS use (such as the US Veterans Administration).
- Ensure the software system, within reasonable development timeframes, is capable of producing all HUD required reports, including data quality and completeness monitoring reports.

Policies and Procedures

- Develop and maintain ARMIS Policies and Procedures in accordance with HUD requirements and notices. This document must be reviewed and adopted by the statewide HMIS Council on an annual basis.
- Develop and maintain a privacy plan, security plan, and data quality plan for the HMIS in accordance with HUD requirements. This (or these) document must be reviewed and adopted by the statewide HMIS Council and individual Continua of Care.
- Monitor participating agency compliance with security, privacy and confidentiality policies.
- If ARMIS policies and procedures allow for the import of data from an alternate database, the HMIS Lead will establish standards for the process, schedule, and acceptance criteria for any data imported and provide a cost estimate for the service provided to the agency or Continuum requesting data import.
- Provide Continua with tools necessary to monitor agency compliance with HUD Data Standards including reports and access to raw agency data.
- Set minimum general participation and timeliness standards for agencies. (Continuums can set more stringent requirements if they deem necessary.)

Training and Technical Assistance

- Ensure required basic training is available to participating agency staff and accessible on a regular basis.
- Ensure technical assistance and help desk support is available and accessible to participating agencies on a regular basis.
- Ensure Continua have access to reports, technical assistance, and training required to oversee HMIS implementation in their jurisdiction and complete any required HUD reports.

Continuum of SHP Grant Activities:

Any Continuum receiving a Continuum of Care dedicated HMIS Grant will designate LRCMHCA as the applicant to administer any HMIS SHP grants in accordance with the Continuum of Care NOFA requirements. The Continuum and HMIS Lead will enter into a Memorandum of Agreement for services, which will outline the intended use of funds including any funded staff roles and deliverables. Continuums can fund enhancements to the HMIS implementation with their SHP grants. Enhancements funded through a Continuum grant should be identified by the respective Continuum based on the needs in that community. All discussions and planning on enhancements must include both the Vendor and the HMIS Lead to ensure that the activity will not impair the functionality of the ARMIS implementation, is compliant with the Data Standards, and minimizes (to the HMIS Lead's satisfaction) existing ARMIS staff or resources.

Once it has been determined that the enhancements will not impact the overall system functioning, the Continuum will work with the HMIS Lead and the Vendor on establishing timelines, specifications, deliverables, and resource allocation for the enhancement. If dedicated staff positions, such as trainers and data analysts, are paid for through Continuum of Care funds to complete discreet duties relegated to the functioning the Continuum, the said jurisdiction(s) will collaborate with the HMIS Lead to define the roles, responsibilities, and oversight of those staffing positions.

BY ADOPTING THIS GOVERNANCE CHARTER, THE CONTINUUM OF CARE AND HMIS LEAD ARE ESTABLISHING THAT IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

- This Charter documents the mutual understanding between all parties of ARMIS related roles, responsibilities, relationships, and authorities between the parties hereto.
- All parties will demonstrate a commitment to work together and support each other to achieve stated project goals.
- The Continua agree to provide representation to the Council for the purpose of ensuring HMIS policy and practice that is both consistent with federal and state requirement and with the local needs of the Continua.
- The HMIS Lead agrees to the extent practicable to respond to recommendations by each Continuum as provided by them through Council.
- The Governance Charter will be revisited on, at a minimum, an annual basis to confirm that the Charter continues to be relevant and appropriate.

Theresa Watson
CoC Chair Printed Name

Theresa Watson
CoC Chair Signature

1-29-2014
Date (mm/dd/yyyy)

Andy Halfhill
HMIS Lead Representative Printed Name

[Signature]
HMIS Lead Representative Signature

1/29/2014
Date (mm/dd/yyyy)

Andre' BERNARD
Collaborative Applicant Printed Name

[Signature]
Collaborative Applicant Signature

1-29-14
Date (mm/dd/yyyy)



Housing Choice Voucher Program
100 South Arch St., Little Rock, AR 72201

Dear Mr. Goodwin,

Metropolitan Housing Alliance (MHA) added a preference to its 2016 Administrative Plan to accommodate up to 75 homeless families. We (MHA) are reserving 75 vouchers for homeless families that are referred to us by approved agencies. This accommodation is in efforts to further the impact of preventing homelessness in Central Arkansas.

Respectfully,

Rodney Forte
Executive Director



(501) 340-4821 (phone)

(501) 340-4714 or 340-4827 (fax)

www.mhapha.org

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Statewide HMIS Governance Charter

Overview and Purpose:

The purpose of the ARMIS Governance Charter is to outline the governance roles, responsibilities, relationships, and authorities of Arkansas' Continuum of Care, the HMIS Lead Agency (Little Rock Community Mental Health Center), and participating agencies. This governance charter is designed to ensure the operation of and consistent participation in ARMIS for the purpose of meeting HUD requirements and making planning and funding decisions. The governance charter is required under the HEARTH Act, specifically the Continuum of Care Interim Final Rule, established July 31, 2012. The ARMIS program, which currently utilizes Bowman System's ServicePoint software, has been in place since not long after HMIS was implemented around 2001. Since 2009, the Little Rock Community Mental Health Center (hereafter "LRCMHC") has served as the ARMIS Lead Agency. LRCMHC was appointed by the CATCH CoC, who at the time, was the only CoC in Arkansas to have a designated CoC HMIS grant funded through HUD. The decision to appoint LRCMHC as the HMIS Lead Agency was made in consultation and with the HUD Little Rock field office and the Arkansas Department of Human Services, Office of Community Services, which serves as the statewide ESG grantee. As such, LRCMHC serves as the HMIS Lead for all CoCs participating in the ARMIS implementation. By participating in the ARMIS implementation, the CoCs agree to adopt the terms of this Charter as stated herein. Much of this governance charter was borrowed from the Georgia HMIS (GHMIS) Governance Charter, though it was modified to fit the Arkansas implementation, in accordance to HUD guidance in the CoC Program Interim Rule (2012) and HMIS Proposed Rules (2011).

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- Designate the HMIS software funded through LRCMHC (HMIS Lead) as the designated software for its Continuum.
- Designate LRCMHC (the HMIS Lead) to manage the implementation of the Continuum's HMIS.
- Understand HUD HMIS and reporting requirements.
- Ensure participation by service providers within Continuum jurisdictions including compliance with data quality and completeness thresholds set forth in the ARMIS Policies and Procedures and the CoC Participation Agreement.
- Require compliance with ARMIS Policies and Procedures for all Continuum agencies.
- Review and submit all HUD required Continuum reports (Housing Inventory Chart, Point in Time Count, Annual Homeless Assessment Report). The HMIS Lead will assist in the preparation of these reports, with the support of the Continuum of Care.
- Obtain and maintain funding for any additional staff or system enhancements that the Continuum deems necessary, but not provided by the HMIS Lead through CoC's HMIS grant for the ARMIS implementation. If a Continuum applies for a dedicated HMIS grant, and in keeping with current HUD guidelines, LRCMHC should be the applicant and grantee for that grant as the HMIS Lead.

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- The HMIS Lead agrees to the extent practicable to respond to recommendations by each Continuum as provided by them through Council.
- The Governance Charter will be revisited on, at a minimum, an annual basis to confirm that the Charter continues to be relevant and appropriate.

Theresa Watson
CoC Chair Printed Name

Theresa Watson
CoC Chair Signature

1-29-2014
Date (mm/dd/yyyy)

Andy Halfhill
HMIS Lead Representative Printed Name

[Signature]
HMIS Lead Representative Signature

1/29/2014
Date (mm/dd/yyyy)

Andre' BERNARD
Collaborative Applicant Printed Name

[Signature]
Collaborative Applicant Signature

1-29-14
Date (mm/dd/yyyy)

Coordinated Entry Policy

Adopted by the CATCH Board of Directors on April 15, 2016

Purpose

The purpose of this document is to establish the framework for a system of Coordinated Entry for homeless-serving organizations within CATCH's service area, overseen by CATCH.

General Principles

CATCH's Coordinated Entry system is built around the following key principles:

- **"No Wrong Door":** CATCH's Coordinated Entry system is designed to facilitate quick access to the appropriate services regardless of where the person presents for services.
- **Inclusive and people-centered:** The Coordinated Entry system provides fair and equal access to, and meets the needs of, all homeless subpopulations, and further it gives participants choices in which services they access.
- **Prioritizing:** The Coordinated Entry system is intended to prioritize people with the greatest needs. At present, the Coordinated Entry system goes an extra step to prioritize access to services for three high-need groups that are also the subject of U.S. Department of Housing & Urban Development (HUD) policy priorities: Veterans, Homeless Families, and Chronically Homeless Individuals. Consistent with CATCH's larger efforts to end homelessness among these three high-need groups, the Coordinated Entry system is designed to optimize access to services for these two groups.
- **Housing-First:** Where possible the Coordinated Entry system will prioritize quick access to housing for participants.
- **Practical:** The Coordinated Entry system is intended to be useful to providers and relatively easy for them to use, which in turn will promote more widespread and consistent use of the Coordinated Entry system. The Coordinated Entry system should make *all* referrals easier by providing an easy way for providers to share basic information, while still optimizing referrals for certain high-vulnerability groups as discussed above. To facilitate this sharing of information, the Coordinated Entry system should collect client permission to share data.
- **Safe:** The Coordinated entry system treats confidential client data in a safe and secure way.

Features of Coordinated Entry System

The Coordinated Entry system used by CATCH member agencies and others will have the following features:

- **Paper-based:** For several reasons, a paper-based system is the best choice for CATCH at this time. A non-HMIS electronic database would introduce data privacy issues that would not be easy to fully overcome without significant investment. Use of HMIS as the platform for a Coordinated Entry system would solve these data privacy issues, but would exclude providers in the continuum that do not use HMIS, and would potentially add cost for providers that do use HMIS but need add additional user licenses to cover every staff member who conducts assessments.
 - In the future this policy may be revised to HMIS-based Coordinated Entry system may be the best choice. This would require substantial expansion of new providers into HMIS

system, ensuring that each provider has sufficient capacity to manage HMIS, and executing the necessary HMIS data-sharing agreements.

- **Board oversight and active management:** The CATCH Board will identify a committee to provide strong oversight and management to the Coordinated Entry system. At present this is an Ad-Hoc Committee that falls within the HMIS Committee, but in the future that may change at the Board's discretion without modifying this policy.
- **Quality Improvement:** The CATCH Board, through its designated committee, will have responsibility for periodic improvement of the design and implementation of the Coordinated Entry system. Feedback from both providers and participants should be collected and used to make improvements. The paper-based forms should contain clear contact information for people with questions or wishing to make suggestions, and should also contain a version number to ensure that providers are using the most up-to-date version.
- **Required for funded agencies:** While all homeless-serving organizations in CATCH's service area will be encouraged to participate in the Coordinated Entry system, it will be a requirement for programs receiving funding through the COC or ESG grant programs. Providers receiving funding from these programs will be required to maintain copies of all paper Coordinated Entry referral forms, subject to the same document retention policies that pertain to other client data, and subject to monitoring by the CATCH board.

Performance Measurement Module (Sys PM)

Measure 1: Length of Time Persons Remain Homeless

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

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

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

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

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH		1414		46			21	
1.2 Persons in ES, SH, and TH		1835		72			30	

b. Due to changes in DS Element 3.17, metrics for measure (b) will not be reported in 2016.

This measure includes data from each client's "Length of Time on Street, in an Emergency Shelter, or Safe Haven" (Data Standards element 3.17) response and prepends this answer to the client's entry date effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH	-	-	-	-	-	-	-	-
1.2 Persons in ES, SH, and TH	-	-	-	-	-	-	-	-

Performance Measurement Module (Sys PM)

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

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

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months (0 - 180 days)		Returns to Homelessness from 6 to 12 Months (181 - 365 days)		Returns to Homelessness from 13 to 24 Months (366 - 730 days)		Number of Returns in 2 Years	
		# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns
Exit was from SO	0	0		0		0		0	
Exit was from ES	312	34	11%	15	5%	17	5%	66	21%
Exit was from TH	168	10	6%	3	2%	11	7%	24	14%
Exit was from SH	0	0		0		0		0	
Exit was from PH	11	0	0%	0	0%	0	0%	0	0%
TOTAL Returns to Homelessness	491	44	9%	18	4%	28	6%	90	18%

Performance Measurement Module (Sys PM)

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

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

	Previous FY PIT Count	2015 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	1074	830	-244
Emergency Shelter Total	342	254	-88
Safe Haven Total	0	0	0
Transitional Housing Total	229	237	8
Total Sheltered Count	571	491	-80
Unsheltered Count	503	339	-164

Metric 3.2 – Change in Annual Counts

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

	Previous FY	Current FY	Difference
Universe: Unduplicated Total sheltered homeless persons		1871	
Emergency Shelter Total		1395	
Safe Haven Total		0	
Transitional Housing Total		612	

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

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

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		305	
Number of adults with increased earned income		3	
Percentage of adults who increased earned income		1%	

Performance Measurement Module (Sys PM)

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

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		305	
Number of adults with increased non-employment cash income		31	
Percentage of adults who increased non-employment cash income		10%	

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

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		305	
Number of adults with increased total income		33	
Percentage of adults who increased total income		11%	

Metric 4.4 – Change in earned income for adult system leavers

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		100	
Number of adults who exited with increased earned income		21	
Percentage of adults who increased earned income		21%	

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

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		100	
Number of adults who exited with increased non-employment cash income		14	
Percentage of adults who increased non-employment cash income		14%	

Metric 4.6 – Change in total income for adult system leavers

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		100	
Number of adults who exited with increased total income		35	
Percentage of adults who increased total income		35%	

Performance Measurement Module (Sys PM)

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

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

	Previous FY	Current FY	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.		1700	
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.		366	
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)		1334	

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

	Previous FY	Current FY	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.		1799	
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.		385	
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)		1414	

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

This Measure is not applicable to CoCs in 2016.

Performance Measurement Module (Sys PM)

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

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

	Previous FY	Current FY	Difference
Universe: Persons who exit Street Outreach		0	
Of persons above, those who exited to temporary & some institutional destinations		0	
Of the persons above, those who exited to permanent housing destinations		0	
% Successful exits			

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

	Previous FY	Current FY	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited		1542	
Of the persons above, those who exited to permanent housing destinations		508	
% Successful exits		33%	

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

	Previous FY	Current FY	Difference
Universe: Persons in all PH projects except PH-RRH		594	
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations		562	
% Successful exits/retention		95%	



LITTLE ROCK SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

**Memorandum of Understanding
Between
Little Rock School District
And
Our House, Inc.**

The Little Rock School District and Our House have had a long-standing, multi-year partnership that involves a number of departments within the school district and as well as a number of different programs at Our House. This MOU outlines the details of our existing partnership and shall remain in force indefinitely beginning with the date of the last signature, with the understanding that it may be terminated by the appropriate authorities of either party to the other party in writing. The MOU may be amended or extended by mutual written consent of the two parties.

The signatures here affirm the continuation of the partnership as outlined below:

For Little Rock School District

Handwritten signature of Baker Kurrus in black ink.

Baker Kurrus
Superintendent
Little Rock School District

Handwritten date "March 30, 2016" in black ink.

Date

For Our House

Handwritten signature of Georgia Mjartan in black ink.

Georgia Mjartan
Executive Director
Our House, Inc.

Handwritten date "March 30, 2016" in black ink.

Date

Services for Homeless Children

Our House will provide homeless children in the Little Rock School District with preferential access to Our Club, Our House's out-of-school time program(after-school, summer, etc.), at no charge to these children. Our House will provide homeless children in the district with first access to any open "slots" within our Little Learners Child Development Center before opening those slots to non-homeless children. Our House will provide the following wrap around services to any homeless child in the Little Rock School District as long as there are spots or resources available: shelter, housing, food, clothing, case management, homeless prevention services, and whole-family interventions (including job search and job training assistance for parents, assistance accessing public benefits, etc.).

Our Club Contact: Desirae Holmes, Youth Program Manager, 501-374-7383 ext. 289,
desirae@ourhouseshelter.org

Little Learners Contact: Natalie Baber, Childcare Manager, 501-374-7383 ext. 208,
natalie@ourhouseshelter.org

Shelter and Housing: Drew Smith, Case Manager, 501-374-7383 ext. 219,
drew@ourhouseshelter.org

Homeless Prevention (Central Arkansas Family Stability Institute): Chris Ramsey, Lead Case Manager, 501-374-7383 ext. 241, chris@ourhouseshelter.org

Career Center: Breanne McLendon, Career Center Manager, 501-374-7383 ext. 210,
breanne@ourhouseshelter.org

Little Rock School District will provide a designated "homeless liaison" who will be an accessible point-of-contact available to help homeless children who are Our House clients. The homeless liaison will ensure that all homeless children's rights are protected under McKinney-Vento legislation as it relates to access to services that the Little Rock School District provides. These services may include: assistance with busses to ensure that homeless children can stay in their school of origin even as they move (i.e. between shelters), clothing and uniforms, school supplies, etc. The homeless liaison will provide transition services and consultation to homeless *and* non-homeless pre-K students attending Little Learners Child Development Center to ensure a smooth transition from pre-K to Kindergarten. Services and consultation will include assistance with IEPs, registration, etc. These services will be provided on-site at Our House at least once per year. (In her role as "student services coordinator" Ms. Scaife does this for all students, not just homeless students.)

The homeless liaison will also *refer* students and families who are homeless or at risk of homelessness to Our House for access into all programs including Little Learners Child Development Center, Our Club, The Shelter, and the Central Arkansas Family Stability Institute.

Homeless Education Contact: Nina Scaife, Homeless / Student Services Coordinator, 501-447-2988, nina.scaife@lrzd.org

Transition to Kindergarten Services

Our House, through Little Learners Child Development Center, will provide children ages 3 – 5 years old with a curriculum and program of Pre-K learning that prepares them for success in Kindergarten and beyond. Parent education programs will include tips and training to teach parents who to support their children's educational development. Our House will provide on-site help with enrollment in school including clinics to teach parents how to choose the right school for their child, how and when to complete registration, and how to become an advocate for their children when the child has a potential disability.

Our House will also refer children who cannot get in to Little Learners but who would otherwise qualify for the ABC program to the Little Rock School District's 3 and 4 year old programs.

Little Learners Contact: Natalie Baber, Childcare Manager, 501-374-7383 ext. 208,
natalie@ourhouseshelter.org

Little Rock School District will provide a point-of-contact to help new families with children in the district coming into the school system including children ages 3 – 5 who attend Our House programs. The Director of Early Childhood Programs will serve as this point of contact for assistance in registering children, offering parents tools for engagement in their children's early education, and ensuring a seamless transition from Pre-K to Kindergarten.

Little Rock School District Contact: Dr. Karen James, Director, Early Childhood Programs, 501-447-7360, karen.james@lrsd.org

Early Childhood Special Services

Our House will identify children ages 3 – 5 who may be in need of special education services due to potential developmental delays and will refer these children to the Little Rock School District's Early Childhood Special Services Program. Our House will offer, through a partnership with Pro-Kids Therapy, developmental screens and evaluations on-site for children who may need such services. Our House will provide information and education to parents to help them understand why children may need additional services and to encourage parent involvement. Our House will provide two private therapy rooms, on-site at Our House in Little Learners for use by the Little Rock School District so that if the district is able, they can provide therapy services to children serviced by Our House on-site at the center.

Little Learners Contact: Natalie Baber, Childcare Manager, 501-374-7383 ext. 208,
natalie@ourhouseshelter.org

Little Rock School District will provide Early Childhood Special Education Services to children ages 3 – 5 years old who reside within the Little Rock School District attendance zone and who are participants in any of Our House's programs. Therapeutic programs made available at no charge to qualified children include: developmental screenings, comprehensive evaluations, specialized instruction and instruction plans, speech / language therapy, physical therapy, occupational therapy and other services as needed. The Little Rock School District will provide a designated point of contact to whom Our House will make referrals for children who may be experiencing developmental delays.

Early Childhood Special Services Program Contact: Thelma Jasper, Early Childhood Special Services Coordinator, 501-447-6100, thelma.jasper@lrsd.org

Transportation

Our House currently provides out-of-school programming for students attending sixteen different schools in the Little Rock School District (elementary, middle and high school). Our House provides a covered bus stop for children at the entrance to our property as well as adult supervision at drop-off time during the school year.

Our Club Contact: Desirae Holmes, Youth Program Manager, 501-374-7383 ext. 289, desirae@ourhouseshelter.org

Little Rock School District provides drop off from all sixteen schools (currently) to Our House after-school so that children attending those schools may continue attending Our Club, providing a continuous out-of-school education experience for children who are currently or formerly homeless. This partnership not only fulfills the requirements of the McKinney-Vento Homeless Assistance Act, it also supports Our House's 21CCLC program. Since transportation is the most significant barrier to youth attending the out-of-school program on a regular basis, this element of our partnership has proven to be one of the most vital pieces over the past three years.

Transportation: Michael Martello, Director of Transportation, 501-447-7550

Information and Data-Sharing and Common Core Program Integration

Our House provides school-aged youth with an educational, out-of-school time program intended to strengthen students' school success. Our House provides a variety of interventions to help students maintain and improve report card grades, tracks and monitors such grade changes, reports these to parents, and targets programs accordingly. Our House integrates Common Core standards into our out-of-school time and early learning program.

Our Club Contact: Desirae Holmes, Youth Program Manager, 501-374-7383 ext. 289, desirae@ourhouseshelter.org

Little Learners Contact: Natalie Baber, Childcare Manager, 501-374-7383 ext. 208, natalie@ourhouseshelter.org

Little Rock School District assists Our House in gaining access to students' grades and test scores by facilitating conversations between the Our House program staff and teachers and school administrators. This information sharing (with signed permission from parents) enables the program staff to have data and information about each student in order to better meet their individual needs, including though individualized homework help, tutoring and enrichment activities. Little Rock School District curriculum specialists work with staff within both Little Learners and Our Club to ensure Common Core integration between Pre-K and Kindergarten and between school-day and after-school.

Grants Specialist (Information and Data) Katie Elliott, Grants Specialist, 501-447-3331, katie.elliott@lrsd.org