

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: OK-507 - Southeastern Oklahoma Regional CoC

1A-2. Collaborative Applicant Name: KI BOIS Community Action Foundation, Inc.

1A-3. CoC Designation: CA

1A-4. HMIS Lead: United Way of Ponca City

1B. Continuum of Care (CoC) Engagement

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1B-1. From the list below, select those organization(s) and/or person(s) that participate in CoC meetings. Using the drop-down boxes, indicate if the organization(s) and/or person(s): (1) participate in CoC meetings; and (2) vote, including selection of CoC Board members. Responses should be for the period from 5/1/16 to 4/30/17.

Organization/Person Categories	Participates in CoC Meetings	Votes, including electing CoC Board Members
Local Government Staff/Officials	No	No
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	No
Law Enforcement	No	No
Local Jail(s)	No	No
Hospital(s)	No	No
EMT/Crisis Response Team(s)	No	No
Mental Health Service Organizations	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes
Affordable Housing Developer(s)	Yes	No
Disability Service Organizations	Yes	Yes
Disability Advocates	No	No
Public Housing Authorities	No	No
CoC Funded Youth Homeless Organizations	Not Applicable	No
Non-CoC Funded Youth Homeless Organizations	Yes	Yes
Youth Advocates	Yes	Yes
School Administrators/Homeless Liaisons	Yes	Yes
CoC Funded Victim Service Providers	Not Applicable	No
Non-CoC Funded Victim Service Providers	Yes	Yes
Domestic Violence Advocates	Yes	Yes
Street Outreach Team(s)	Yes	Yes
Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Not Applicable	No
LGBT Service Organizations	Not Applicable	No
Agencies that serve survivors of human trafficking	Not Applicable	No
Other homeless subpopulation advocates	Yes	Yes
Homeless or Formerly Homeless Persons	Yes	Yes
Other:(limit 50 characters)		

Veterans Administration	Yes	Yes
Choctaw Nation	Yes	Yes
SSVF	Yes	Yes

Applicant must select Yes, No or Not Applicable for all of the listed organization/person categories in 1B-1.

1B-1a. Describe the specific strategy(s) the CoC uses to solicit and consider opinions from organizations and/or persons that have an interest in preventing or ending homelessness. (limit 1000 characters)

The CoC invites all persons in the geographic area to meetings in an effort to gain input from a diverse cross section of the CoC. Due to the geographic size of the CoC, efforts are made to glean information from sources that would not readily attend a CoC meeting. One example is local coalition meetings. Membership in these coalitions is large and diverse. Membership includes federally qualified health centers, the Choctaw Nation, the Chickasaw Nation, Systems of Care, Dept of Human Services, DV shelters, CREOKS Behavioral Health, Carl Albert Mental Health, hospitals, SSVF and some newspapers. The CoC is a standing agenda item for many of the coalitions. Others include the CoC only when there is information to report or gather. The SSVF Pgm serves all 21 counties of the CoC so they have a unique perspective as their case mgrs are in every county. The CoC invites their case mgrs to report at CoC meetings on their unique areas.

1B-2. Describe the CoC's open invitation process for soliciting new members, including any special outreach. (limit 1000 characters)

Membership in the CoC is open to all stakeholders in its covered geographic area. Annually, the CoC issues a public invitation for any interested persons/organizations within the geographic area to become a member of the CoC. The invitation will be sent to relevant organizations, shared at local coalition and interagency meetings, and posted on organizational websites. Homeless and formerly homeless persons are generally invited through local service providers who know them personally. New members may join at any time during the year by providing the CoC with their names, contact information, and any relevant affiliations.

1B-3. Describe how the CoC notified the public that it will accept and consider proposals from organizations that have not previously received CoC Program funding in the FY 2017 CoC Program Competition, even if the CoC is not applying for new projects in FY 2017. The response must include the date(s) the CoC made publicly knowing they were open to proposals. (limit 1000 characters)

The CoC published its RFA on 7/26/17. The notice was sent via e-mail to CoC members, DV/Youth/Homeless Shelters along with local county coalitions and

interagency councils. The e-mail requested the notice be shared with all coalitions and service providers in an effort to reach those that may not attend meetings and/or have never applied for funding. The notice was posted on the KI BOIS CAF website the same day. The CoC published a revised notice on 7/28/17 with clarified language to make it explicitly clear the CoC would accept applications from those not previously funded. All completed applications are accepted into the review and ranking process.

1C. Continuum of Care (CoC) Coordination

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1C-1. Using the chart below, identify the Federal, State, Local, Private and Other organizations that serve homeless individuals, families, unaccompanied youth, persons who are fleeing domestic violence, or those at risk of homelessness that are included in the CoCs coordination; planning and operation of projects. Only select "Not Applicable" if the funding source(s) do not exist in the CoC's geographic area.

Entities or Organizations the CoC coordinates planning and operation of projects	Coordinates with Planning and Operation of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Not Applicable
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	Not Applicable
Head Start Program	Yes
Housing and service programs funded through Department of Justice (DOJ) resources	Not Applicable
Housing and service programs funded through Health and Human Services (HHS) resources	Yes
Housing and service programs funded through other Federal resources	Yes
Housing and service programs funded through state government resources	Yes
Housing and service programs funded through local government resources	Yes
Housing and service programs funded through private entities, including foundations	Yes
Other:(limit 50 characters)	

1C-2. Describe how the CoC actively consults with Emergency Solutions Grant (ESG) recipient’s in the planning and allocation of ESG funds. Include in the response: (1) the interactions that occur between the CoC and the ESG Recipients in the planning and allocation of funds; (2) the CoCs participation in the local Consolidated Plan jurisdiction(s) process by providing Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions; and (3) how the CoC ensures local homelessness information is clearly communicated and addressed in Consolidated Plan updates. (limit 1000 characters)

The CoC hosts an ESG Focus Group and Input Session for the Con Plan (State) in conjunction with a CoC meeting on an annual basis. This ensures the issues specific to the CoC are brought to the attention of the State. The Okla

Dept of Commerce (ODOC) is responsible for the only Con Plan jurisdiction covering the CoC. The CoC provides ODOC with HUD HDX reports (PiT, HIC), the consolidated application from e-snaps and ESG and other reports as needed from HMIS. The CoC lead agency interacts in person with the State a minimum of 6 times per year each through bi-monthly state-wide CoC meetings and bi-monthly Governor’s Interagency Council on Homelessness (GICH) board meetings. This interaction is also used to further inform the State and ensure this information is being addressed in the Con Plan updates.

1C-3. CoCs must demonstrate the local efforts to address the unique needs of persons, and their families, fleeing domestic violence that includes access to housing and services that prioritizes safety and confidentiality of program participants. (limit 1000 characters)

The CoC has 10 DV shelters, 1 of which is operated by the Chickasaw Nation. There are 3 Tribal Nations (Chickasaw, Choctaw, Muscogee-Creek) with active DV pgms who partner with the shelters and RRH pgms to assist with deposits, other costs and services. Tribal pgms will help survivors of any race. This partnership is key to overcoming the unique barriers faced by survivors. RRH pgms will meet with DV survivors in shelter to minimize their exposure. DV survivors choose their housing and with their shelter advocate determine when they are ready to move in based on their safety plan. The CoC’s PSH project prioritizes DV victims for their program. The case mgr is housed in a DV shelter and routinely makes rounds of the other 2 shelters in their service area to eliminate the need for victims to leave the shelter to discuss housing. The CoC is currently receiving TA for Coord Entry and is revising their policies to specifically address victim centered practices.

1C-3a. CoCs must describe the following: (1) how regular training is provided to CoC providers and operators of coordinated entry processes that addresses best practices in serving survivors of domestic violence; (2) how the CoC uses statistics and other available data about domestic violence, including aggregate data from comparable databases, as appropriate, to assess the scope of community needs related to domestic violence and homelessness; and (3) the CoC safety and planning protocols and how they are included in the coordinated assessment. (limit 1,000 characters)

The CoC provides training a minimum of 2x per year. The most recent training on 8/18/17 was conducted by a DV Provider who is an ESG sub-grantee. The topic was trauma informed care, how they converted 2 shelters and the resulting benefits. Future topics include the effects of DV on children, DV and Culture and continued collaboration after the survivor leaves the shelter. Only 2 shelters required to provide comparable data to the CoC. Other DV shelters participate in the PiT/HIC. As HUD mandates for CoCs have become more complex, several DV shelters have gone from active to passive members of the CoC. The CoC gleans much of its DV specific info from the PiT/HIC and DV networking or roundtables with those who will come to the table. This data is being used to inform changes in Coord Entry and policies. The CoC is currently receiving TA for Coord Entry and is revising their policies to specifically address victim centered practices and has a DV provider on its Coord Entry Team.

1C-4. Using the chart provided, for each of the Public Housing Agency’s (PHA) in the CoC’s geographic area: (1) identify the percentage of new admissions to the Public Housing or Housing Choice Voucher (HCV) Programs in the PHA’s that were homeless at the time of admission; and (2) indicate whether the PHA has a homeless admission preference in its Public Housing and/or HCV program.

Attachment Required: If the CoC selected, "Yes-Public Housing", "Yes-HCV" or "Yes-Both", attach an excerpt from the PHA(s) written policies or a letter from the PHA(s) that addresses homeless preference.

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2016 who were homeless at entry	PHA has General or Limited Homeless Preference
Muskogee		Yes-Both
Ada		Yes-Both
Hugo		No
McAlester		Yes-Public Housing
Atoka	24.40%	No

1C-4a. For each PHA where there is not a homeless admission preference in their written policies, identify the steps the CoC has taken to encourage the PHA to adopt such a policy. (limit 1000 characters)

Two of the top five PHAs have no written preference. Hugo gives preference to Veterans when working with SSVF but does not have this in writing. Currently, the CoC is working with the SSVF Pgm to identify and approach all PHA’s in the CoC giving homeless Veterans a preference but do not have a specific policy. The case manager who has the working relationship with the PHA is providing resources and sample preference policies to the PHA. 5 of the 7 CoC sub-regional leads are CHDO’s. They are also working with specific PHA’s identified as not having a preference policy.

1C-5. Describe the actions the CoC has taken to: (1) address the needs of Lesbian, Gay, Bisexual, Transgender (LGBT) individuals and their families experiencing homelessness, (2) conduct regular CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity, including Gender Identify Equal Access to Housing, Fina Rule; and (3) implementation of an anti-discrimination policy. (limit 1000 characters)

The CoC expects all providers to provide services in accordance with federal, state, and local fair housing laws and to provide housing opportunities to all persons regardless of race, color, religion, sex, familial status, handicap, national origin or sexual orientation. This is a requirement for grantees and sub-grantees. The CoC has no funded HOPWA or Runaway Youth Programs in its

area.

The CoC shares, with its providers, opportunities for webinars and training information focusing on equal access to housing and services regardless of sexual orientation or gender identity. The CoC has not yet provided its own in-person training specific to LGBTQ services. The CoC is currently receiving TA for Coord Entry and is revising their policies. Upon completion of the new policies, training will be provided to homeless service providers and is expected to be provided annually thereafter. The CoC expects the new policies to be finished by 06/30/18.

1C-6. Criminalization: Select the specific strategies implemented by the CoC to prevent the criminalization of homelessness in the CoC's geographic area. Select all that apply.

Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
Engaged/educated law enforcement:	<input checked="" type="checkbox"/>
Engaged/educated local business leaders	<input checked="" type="checkbox"/>
Implemented communitywide plans:	<input checked="" type="checkbox"/>
No strategies have been implemented	<input type="checkbox"/>
Other:(limit 50 characters)	
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

When "No Strategies have been implemented" is selected no other checkbox may be selected.

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1D-1. Discharge Planning-State and Local: Select from the list provided, the systems of care the CoC coordinates with and assists in state and local discharge planning efforts to ensure those who are discharged from that system of care are not released directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply.

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

1D-1a. If the applicant did not check all the boxes in 1D-1, provide: (1) an explanation of the reason(s) the CoC does not have a discharge policy in place for the system of care; and (2) provide the actions the CoC is taking or plans to take to coordinate with or assist the State and local discharge planning efforts to ensure persons are not discharged to the street, emergency shelters, or other homeless assistance programs. (limit 1000 characters)

Not Applicable.

1D-2. Discharge Planning: Select the system(s) of care within the CoC's geographic area the CoC actively coordinates with to ensure persons who have resided in any of the institutions listed below longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply.

Foster Care:	<input checked="" type="checkbox"/>
Health Care:	<input checked="" type="checkbox"/>

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

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

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1E-1. Using the drop-down menu, select the appropriate response(s) that demonstrate the process the CoC used to rank and select project applications in the FY 2017 CoC Program Competition which included (1) the use of objective criteria; (2) at least one factor related to achieving positive housing outcomes; and (3) included a specific method for evaluating projects submitted by victim service providers.

Attachment Required: Public posting of documentation that supports the process the CoC used to rank and select project application.

Used Objective Criteria for Review, Rating, Ranking and Section	Yes
Included at least one factor related to achieving positive housing outcomes	Yes
Included a specific method for evaluating projects submitted by victim service providers	Yes

1E-2. Severity of Needs and Vulnerabilities

**CoCs must provide the extent the CoC considered the severity of needs and vulnerabilities experienced by program participants in their project ranking and selection process. Describe: (1) the specific vulnerabilities the CoC considered; and (2) how the CoC takes these vulnerabilities into account during the ranking and selection process. (See the CoC Application Detailed Instructions for examples of severity of needs and vulnerabilities.)
(limit 1000 characters)**

At this time the CoC gives additional consideration in the rating process to projects serving Veterans, chronically homeless, unaccompanied youth and victims of domestic. After review and rating is complete, the committee will look at the populations served by the programs to determine if serving a high barrier, vulnerable population has affected the program's ability to score on other metrics. The committee may choose to ask questions of the programs if clarification is necessary. The committee will review the issues associated with serving vulnerable populations with severe needs and whether it negatively or positively affected scoring. The committee will factor these issues into the selection and ranking process.

1E-3. Using the following checklist, select: (1) how the CoC made publicly available to potential project applicants an objective ranking and selection process that was used for all project (new and renewal) at least 2 days before the application submission deadline; and (2) all parts of the CoC Consolidated Application, the CoC Application attachments, Priority Listing that includes the reallocation forms and Project Listings that show all project applications submitted to the CoC were either accepted and ranked, or rejected and were made publicly available to project applicants, community members and key stakeholders.

Attachment Required: Documentation demonstrating the objective ranking and selections process and the final version of the completed CoC Consolidated Application, including the CoC Application with attachments, Priority Listing with reallocation forms and all project applications that were accepted and ranked, or rejected (new and renewal) was made publicly available. Attachments must clearly show the date the documents were publicly posted.

Public Posting	
CoC or other Website	<input checked="" type="checkbox"/>
Email	<input checked="" type="checkbox"/>
Mail	<input type="checkbox"/>
Advertising in Local Newspaper(s)	<input type="checkbox"/>
Advertising on Radio or Television	<input type="checkbox"/>
Social Media (Twitter, Facebook, etc.)	<input type="checkbox"/>

1E-4. Reallocation: Applicants must demonstrate the ability to reallocate lower performing projects to create new, higher performing projects. CoC's may choose from one of the following two options below to answer this question. You do not need to provide an answer for both.

Option 1: The CoC actively encourages new and existing providers to apply for new projects through reallocation.

Attachment Required - Option 1: Documentation that shows the CoC actively encouraged new and existing providers to apply for new projects through reallocation.

Option 2: The CoC has cumulatively reallocated at least 20 percent of the CoC's ARD between FY 2013 and FY 2017 CoC Program Competitions.

No Attachment Required - HUD will calculate the cumulative amount based on the CoCs reallocation forms submitted with each fiscal years Priority Listing.

Reallocation: Option 1

Attachment Required - provide documentation that shows the CoC actively encouraged new and existing providers to apply for new projects through reallocation.

1E-5. If the CoC rejected or reduced project application(s), enter the date the CoC and Collaborative Applicant notified project applicants their project application(s) were being rejected or reduced in writing outside of e-snaps. 09/11/2017

Attachment Required: Copies of the written notification to project applicant(s) that their project application(s) were rejected. Where a project application is being rejected or reduced, the CoC must indicate the reason(s) for the rejection or reduction.

1E-5a. Provide the date the CoC notified applicant(s) their application(s) were accepted and ranked on the Priority Listing, in writing, outside of e-snaps. 09/11/2017

Attachment Required: Copies of the written notification to project applicant(s) their project application(s) were accepted and ranked on the Priority listing.

Reallocation Supporting Documentation

Attachment Required - provide documentation that shows the CoC actively encouraged new and existing providers to apply for new projects through reallocation.

Document Type	Required?	Document Description	Date Attached
Reallocation Supporting Documentation	No		

Attachment Details

Document Description:

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2A-1. Does the CoC have in place a Governance Charter or other written documentation (e.g., MOU/MOA) that outlines the roles and responsibilities of the CoC and HMIS Lead? Yes

Attachment Required: If "Yes" is selected, a copy of the sections of the Governance Charter, or MOU/MOA addressing the roles and responsibilities of the CoC and HMIS Lead.

2A-1a. Provide the page number(s) where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document(s) referenced in 2A-1. In addition, indicate if the page number applies to the Governance Charter or MOU/MOA. Page 10 of CoC Governance Charter, p 1-2 of HMIS Governance Agreement

2A-2. Does the CoC have a HMIS Policies and Procedures Manual? Attachment Required: If the response was "Yes", attach a copy of the HMIS Policies and Procedures Manual. Yes

2A-3. What is the name of the HMIS software vendor? Bowman Systems

2A-4. Using the drop-down boxes, select the HMIS implementation Coverage area. Regional (multiple CoC)

2A-5. Per the 2017 HIC use the following chart to indicate the number of beds in the 2017 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 2017 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ESG) beds	355	147	42	20.19%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	0	0	0	
Rapid Re-Housing (RRH) beds	129	0	129	100.00%
Permanent Supportive Housing (PSH) beds	61	0	29	47.54%
Other Permanent Housing (OPH) beds	0	0	0	

**2A-5a. To receive partial credit, if the bed coverage rate is below 85 percent for any of the project types, the CoC must provide clear steps on how it intends to increase this percentage for each project type over the next 12 months.
(limit 1000 characters)**

The CoC Collaborative Applicant (CA), HMIS Lead Agency and the Ok Dept of Commerce (ODOC) continue to work jointly to encourage participation in HMIS through info sharing and scheduled trainings. HMIS is a burden for small rural shelters with minimal staff. Many of their governing boards do not see the return on investment for participating in HMIS and are not interested. In the next year, the sub-regional leads will contact all ES in their area that do not serve DV to further discuss the benefits of entering in HMIS. This will take place by 06/30/18. There are no CoC funded ES or TH beds in the CoC. The 29 CoC funded PSH beds are 100% HMIS covered. The remaining PSH beds not in HMIS are HUD-VASH. In the past, our VA has said they will not enter in HMIS. The CA will contact the VA before the next PiT (01/25/18) to again discuss entering in HMIS. The CoC also needs to correct the # of youth beds to only reflect homeless beds.

2A-6. Annual Housing Assessment Report (AHAR) Submission: How many Annual Housing Assessment Report (AHAR) tables were accepted and used in the 2016 AHAR? 6

2A-7. Enter the date the CoC submitted the 2017 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX). (mm/dd/yyyy) 05/03/2017

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

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2B-1. Indicate the date of the CoC's 2017 PIT count (mm/dd/yyyy). If the PIT count was conducted outside the last 10 days of January 2017, HUD will verify the CoC received a HUD-approved exception. 01/26/2017

2B-2. Enter the date the CoC submitted the PIT count data in HDX. (mm/dd/yyyy) 05/03/2017

2C. Continuum of Care (CoC) Point-in-Time (PIT) Count: Methodologies

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2C-1. Describe any change in the CoC’s sheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017. Specifically, how those changes impacted the CoCs sheltered PIT count results. (limit 1000 characters)

There were no changes in CoC methodology. Data quality changes included continued education on who can and cannot be counted during the PiT. This included increased focus on youth. Most youth shelters in the CoC house state-custody youth and do not necessarily understand the full scope of who can and cannot be counted. The result was a decrease of 12 in sheltered youth. The majority of this is due to education centered around who is actually considered homeless by HUD for the PiT count.

2C-2. Did your CoC change its provider coverage in the 2017 sheltered count? Yes

2C-2a. If “Yes” was selected in 2C-2, enter the change in provider coverage in the 2017 sheltered PIT count, including the number of beds added or removed due to the change.

Beds Added:	26
Beds Removed:	124
Total:	-98

2C-3. Did your CoC add or remove emergency shelter, transitional housing, or Safe-Haven inventory because of funding specific to a Presidentially declared disaster resulting in a change to the CoC's 2017 sheltered PIT count? No

2C-3a. If "Yes" was selected in 2C-3, enter the number of beds that were added or removed in 2017 because of a Presidentially declared disaster.

Beds Added:	0
Beds Removed:	0

Total:	0
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2C-4. Did the CoC change its unsheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017? Yes

CoCs that did not conduct an unsheltered count in 2016 or did not report unsheltered PIT count data to HUD in 2016 should compare their efforts in 2017 to their efforts in 2015.

2C-4a. Describe any change in the CoC’s unsheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017. Specify how those changes impacted the CoC’s unsheltered PIT count results. See Detailed Instructions for more information. (limit 1000 characters)

There were no changes in CoC methodology. Data quality changes included continued education on who can and cannot be counted during the PIT. This included increased focus on youth. Changes also included enhanced knowledge and input by SSVF and PATH case managers regarding new hot spots and/or encampments and what locations were no longer viable.

2C-5. Did the CoC implement specific measures to identify youth in their PIT count? No

2C-5a. If "Yes" was selected in 2C-5, describe the specific measures the CoC; (1) took to identify homeless youth in the PIT count; (2) during the planning process, how stakeholders that serve homeless youth were engaged; (3) how homeless youth were engaged/involved; and (4) how the CoC worked with stakeholders to select locations where homeless youth are most likely to be identified. (limit 1000 characters)

Not Applicable.

2C-6. Describe any actions the CoC implemented in its 2017 PIT count to better count individuals and families experiencing chronic homelessness, families with children, and Veterans experiencing homelessness. (limit 1000 characters)

The CoC met with the SSVF and PATH Programs to confirm known locations, as well as identify new and abandoned locations. These two programs have the most “street” contact with individuals and families that are literally homeless including Veterans and chronically homeless. This information was shared with volunteers counting unsheltered persons.

3A. Continuum of Care (CoC) System Performance

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3A-1. Performance Measure: Reduction in the Number of First-Time Homeless. Describe: (1) the numerical change the CoC experienced; (2) the process the CoC used to identify risk factors of becoming homeless for the first time; (3) the strategies in place to address individuals and families at risk of becoming homeless; and (4) the organization or position that is responsible for overseeing the CoC's strategy to reduce or end the number of individuals and families experiencing homelessness for the first time.

(limit 1000 characters)

FY16 showed an increase in first time homeless of 562 persons in ES, SH, TH, or any PH. There was an overall increase of 597 persons in the "Universe: Person with entries into ES, SH, TH or PH" during the reporting period. This increase is due to a shelter entering in HMIS for the first time and PATH resuming their data entry after a hiatus due to change in funded entities. Through existing coord entry, intake & other info gathering the CoC has identified various factors to help determine risk for homelessness including current or history of victimization, # of times moved in the last 6-12 months, head of HH with disability and severely doubled up among others. The CoC is working with Community Action Agencies (sub-regional leads) to improve and enhance prevention services in their area in an effort to avert homelessness or divert HH directly to new permanent housing. The Board and Coordinated Entry Committee are responsible for overseeing strategy.

3A-2. Performance Measure: Length-of-Time Homeless.

CoC 's must demonstrate how they reduce the length-of-time for individuals and families remaining homeless. Describe (1) the numerical change the CoC experienced; (2) the actions the CoC has implemented to reduce the length-of-time individuals and families remain homeless; (3) how the CoC identifies and houses individuals and families with the longest length-of-time homeless; and (4) identify the organization or position that is responsible for overseeing the CoC's strategy to reduce the length-of-time individuals and families remain homeless.

(limit 1000 characters)

It has been difficult to track the length of time homeless across the CoC due to the limited number of providers entering into HMIS. The average HMIS LOT homeless for the current FY is 30 nights. Last FY was 8. A portion of this change is due to better data quality and a new provider entering in HMIS. The CoC's priority is to first reduce the length of time persons are unsheltered, then

reduce the time spent sheltered and finally be able to divert all who are imminently homeless. This is achieved through effective use of the coordinated entry system in coordination with CoC, ESG and other funding to provide housing first and services. Effective use of the coordinated entry system and by-name lists are used to house those with the longest length of time homeless. The Coordinated Entry Committee and Executive Committee are responsible for overseeing the CoC's strategies to reduce length of time homeless.

3A-3. Performance Measures: Successful Permanent Housing Placement and Retention

Describe: (1) the numerical change the CoC experienced; (2) the CoCs strategy to increase the rate of which individuals and families move to permanent housing destination or retain permanent housing; and (3) the organization or position responsible for overseeing the CoC's strategy for retention of, or placement in permanent housing. (limit 1000 characters)

Successful exits from ES, SH, TH, PH-RRH increased by 12% from FY15 55% to FY16 67%. Successful exits/retentions increased by 16% from FY15 71% to FY16 87%. The CoC has provided TA to the PSHP and new case managers emphasizing increased comprehensive case management and "thinking outside the box" approaches for those with the greatest barriers to achieving permanent housing. The CoC will review system performance measures data semi-annually to track changes in PH placements. The CoC will provide or collaborate with appropriate partners to provide TA to individual providers or the CoC membership as a whole depending on the data analysis results. The Board and ESG Grantees are responsible for overseeing the CoC's strategies retain or increase PH placements.

3A-4. Performance Measure: Returns to Homelessness.

Describe: (1) the numerical change the CoC experienced, (2) what strategies the CoC implemented to identify individuals and families who return to homelessness, (3) the strategies the CoC will use to reduce additional returns to homelessness, and (4) the organization or position responsible for overseeing the CoC's efforts to reduce the rate of individuals and families' returns to homelessness. (limit 1000 characters)

The total number of returns to homelessness (RtH) in a 2 year period down 2% to 14% in 2016. All ESG, PSH and SSVF case managers (CM) work with HHs to establish housing stability goals. The CM will work with the HH an extended time after financial assistance ends if there is a perceived risk of possible RtH. At discharge the households are assured they may contact their CM if an issue arises. This is not a guarantee of financial help but of CM assistance to help them find the appropriate resources for their current situation. If a HH returns to homelessness and requests services they may be identified through HMIS if the original provider and the new (or same) provider is entering in HMIS. If they are a DV victim and go to a new DV shelter they have to self-identify as previously being homeless. In the next 12 months, providers will continue to use extended CM and follow up to mitigate the risk of returns to homelessness. The CE Com, Exec Com and ESG Grantees oversee this strategy.

3A-5. Performance Measures: Job and Income Growth

Describe: (1) the strategies that have been implemented to increase access to employment and mainstream benefits; (2) how the CoC program-funded projects have been assisted to implement the strategies; (3) how the CoC is working with mainstream employment organizations to help individuals and families increase their cash income; and (4) the organization or position that is responsible for overseeing the CoC’s strategy to increase job and income growth from employment, non-employment including mainstream benefits.

(limit 1000 characters)

Case managers (CM) refer to one stop centers where they are available. In rural areas, CMs develops relationships with mainstream employers to build trust in referrals. CM trains on job skills, interviewing professional attire, etc... in group sessions. CM maintains communication with other non-employment providers to stay current on available programs and eligibility. CM screens for potential benefit eligibility and makes appropriate referrals. Strategies are similar to increase access and to gain access. The Lead Agency has provided TA to the PSH pgm regarding employment and other strategies. The Lead Agency and ESG Grantees are responsible for overseeing the strategy within CoC funded projects.

3A-6. Did the CoC completely exclude a geographic area from the most recent PIT count (i.e. no one counted there, and for communities using samples in the area that was excluded from both the sample and extrapolation) where the CoC determined there were no unsheltered homeless people, including areas that are uninhabitable (deserts, forests). No

3A.6a. If the response to 3A-6 was “Yes”, what was the criteria and decision-making process the CoC used to identify and exclude specific geographic areas from the CoCs unsheltered PIT count? (limit 1000 characters)

Not Applicable.

3A-7. Enter the date the CoC submitted the System Performance Measures data in HDX, which included the data quality section for FY 2016. (mm/dd/yyyy) 06/05/2017

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

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3B-1. Compare the total number of PSH beds, CoC program and non CoC-program funded, that were identified as dedicated for yes by chronically homeless persons in the 2017 HIC, as compared to those identified in the 2016 HIC.

	2016	2017	Difference
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homelessness persons identified on the HIC.	2	2	0

3B-1.1. In the box below: (1) "total number of Dedicated PLUS Beds" provide the total number of beds in the Project Allocation(s) that are designated ad Dedicated PLUS beds; and (2) in the box below "total number of beds dedicated to the chronically homeless:, provide the total number of beds in the Project Application(s) that are designated for the chronically homeless. This does not include those that were identified in (1) above as Dedicated PLUS Beds.

Total number of beds dedicated as Dedicated Plus	0
Total number of beds dedicated to individuals and families experiencing chronic homelessness	29
Total	29

3B-1.2. Did the CoC adopt the Orders of Priority into their standards for all CoC Program funded PSH projects as described in Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing. Yes

3B-2.1. Using the following chart, check each box to indicate the factor(s) the CoC currently uses to prioritize households with children based on need during the FY 2017 Fiscal Year.

History of or Vulnerability to Victimization	<input checked="" type="checkbox"/>
Number of previous homeless episodes	<input checked="" type="checkbox"/>

Unsheltered homelessness	<input checked="" type="checkbox"/>
Criminal History	<input type="checkbox"/>
Bad credit or rental history (including not having been a leaseholder)	<input type="checkbox"/>
Head of Household with Mental/Physical Disability	<input checked="" type="checkbox"/>

3B-2.2. Describe: (1) the CoCs current strategy and timeframe for rapidly rehousing every household of families with children within 30 days of becoming homeless; and (2) the organization or position responsible for overseeing the CoC’s strategy to rapidly rehouse families with children within 30 days of becoming homeless. (limit 1000 characters)

The CoC’s current strategy uses a number of pgm resources to identify and rapidly re-house families including ESG, SSVF, CSBG and EFSP. Thru coord entry (CE) families are screened to determine level of need and best pgm fit based on need then the CE site will make a referral if the pgm is outside their agency. This typically happens the day the family presents. Families are housed within 5-10 days. SSVF is longer as discharge status must be verified prior to acceptance in the program but still averages 14 days. DV victims may remain in shelter longer than 30 days due to the volatility of their situation. Some DV clients do not feel safe living on their own in the community during the 30 day window. DV shelters work with them to identify barriers, create safety plans and add objectives to achieve safety in their service plans. The strategy has been effective but has limitations due to funding and large geography. The CE Com and Board along with ESG grantees oversee the RRH strategy.

3B-2.3. Compare the number of RRH units available to serve families from the 2016 and 2017 HIC.

	2016	2017	Difference
Number of CoC Program and non-CoC Program funded PSH units dedicated for use by chronically homelessness persons identified on the HIC.	19	18	-1

3B-2.4. Describe the actions the CoC is taking to ensure emergency shelters, transitional housing, and permanent supportive housing (PSH and RRH) providers within the CoC adhere to anti-discrimination policies by not denying admission to, or separating any family members from other members of their family or caregivers based on age, sex, gender, LGBT status, marital status or disability when entering a shelter or Housing. (limit 1000 characters)

The CoC requires all HUD funded programs within the CoC to comply with HUD FR 5863-F-02 Equal Access in Accordance with an Individual’s Gender Identity in Community Planning and Development Programs. As for non-HUD funded programs, more than half the shelters in the CoC are DV providers. State DV statutes prohibit separation of families and/or discrimination based on age, sex,

gender, LGBT status, marital status or disability. The Attorney General's office monitors compliance. All other programs are expected to provide services in accordance with federal, state, and local laws as well.

The CoC is currently revising their policies. Upon completion of the new policies, a training update on anti-discrimination policies will be provided to the CoC membership. The CoC expects the new policies to be finished by 06/30/18.

3B-2.5. From the list below, select each of the following the CoC has strategies to address the unique needs of unaccompanied homeless youth.

Human trafficking and other forms of exploitation?	No
LGBT youth homelessness?	No
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

3B-2.6. From the list below, select each of the following the CoC has a strategy for prioritization of unaccompanied youth based on need.

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

3B-2.7. Describe: (1) the strategies used by the CoC, including securing additional funding to increase the availability of housing and services for youth experiencing homelessness, especially those experiencing unsheltered homelessness; (2) provide evidence the strategies that have been implemented are effective at ending youth homelessness; (3) the measure(s) the CoC is using to calculate the effectiveness of the strategies; and (4) why the CoC believes the measure(s) used is an appropriate way to determine the effectiveness of the CoC's efforts. (limit 1500 characters)

The CoC works with ESG grantees to partner with counselors and youth services to provide RRH to unsheltered high school youth; also to provide "interim" housing to bridge the gap through high school to college dormitories. This strategy is effective but has limitations as ESG and other funding sources used are not dedicated to youth only services. The CoC has also worked with a youth provider to find them a sponsor for ESG. The CoC must rely on the PIT

Count to officially gauge effectiveness as there are no youth providers entering in HMIS. In 2017, the # of sheltered children only households went down by 12 from 22 to 10. The # of unsheltered went down by 40 from 45 to 5. The CoC is still working with youth providers to improve the accuracy of the count of HUD defined homeless youth. The CoC believes a portion of the significant decrease in the children only households is due to the increased education with youth providers and PiT volunteers. The CoC believes the current strategies are appropriate but the measures will not be completely effective until next year when there are two consecutive PiT years where providers and volunteers apply the HUD definition of homeless appropriately.

3B-2.8. Describe: (1) How the CoC collaborates with youth education providers, including McKinney-Vento local educational authorities and school districts; (2) the formal partnerships the CoC has with these entities; and (3) the policies and procedures, if any, that have been adopted to inform individuals and families who become homeless of their eligibility for educational services. (limit 1000 characters)

Given the size and rural nature of the CoC, coordination with the local education liaisons can sometimes be challenging. The sub-regional leads as well as local shelters have contacted all the homeless liaisons in area schools. Many small rural school districts have one liaison shared between districts. The liaisons participate in the PiT. The CoC lead agency collaborates with the State Homeless Ed Coordinator formally through the Governor’s Interagency Council on Homelessness, as they are both members of the Council. 4 of the 6 sub-regional leads operate Head Start programs and have an established partnerships/collaborations with multiple programs including LEAs. DV shelters also have MOU’s local LEA’s and Technology Centers

3B-2.9. Does the CoC have any written formal agreements, MOU/MOAs or partnerships with one or more providers of early childhood services and supports? Select “Yes” or “No”.

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

3B-3.1. Provide the actions the CoC has taken to identify, assess, and

**refer homeless Veterans who are eligible for Veterans Affairs services and housing to appropriate resources such as HUD-VASH and Supportive Services for Veterans Families (SSVF) program and Grant and Per Diem (GPD).
(limit 1000 characters)**

The CoC policy is that all persons identifying themselves as Veterans, regardless of current situation (homeless or imminently homeless), be referred to the SSVF program. This is a feasible strategy since SSVF covers all 21 counties of the CoC and has case managers strategically located to engage Veterans where they are. Outreach is conducted by SSVF, PATH, ESG and other non-CoC funded programs. The referring program will continue to work with SSVF and provide companion services if possible. SSVF will assess eligibility for all known programs, VA and non-VA, and make appropriate referrals. The SSVF program case conferences a minimum of once monthly with the VA for the benefit of Veterans and to stay current on available and appropriate services.

3B-3.2. Does the CoC use an active list or by name list to identify all Veterans experiencing homelessness in the CoC? Yes

3B-3.3. Is the CoC actively working with the VA and VA-funded programs to achieve the benchmarks and criteria for ending Veteran homelessness? Yes

3B-3.4. Does the CoC have sufficient resources to ensure each Veteran is assisted to quickly move into permanent housing using a Housing First approach? Yes

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

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

4A-1. Select from the drop-down (1) each type of healthcare organization the CoC assists program participants with enrolling in health insurance, and (2) if the CoC provides assistance with the effective utilization of Medicaid and other benefits.

Type of Health Care	Yes/No	Assist with Utilization of Benefits?
Public Health Care Benefits (State or Federal benefits, e.g. Medicaid, Indian Health Services)	Yes	Yes
Private Insurers:	Yes	No
Non-Profit, Philanthropic:	No	No
Other: (limit 50 characters)		

4A-1a. Mainstream Benefits

CoC program funded projects must be able to demonstrate they supplement CoC Program funds from other public and private resources, including: (1) how the CoC works with mainstream programs that assist homeless program participants in applying for and receiving mainstream benefits; (2) how the CoC systematically keeps program staff up-to-date regarding mainstream resources available for homeless program participants (e.g. Food Stamps, SSI, TANF, substance abuse programs); and (3) identify the organization or position that is responsible for overseeing the CoCs strategy for mainstream benefits. (limit 1000 characters)

Case managers are required to assist participants to access and apply for mainstream benefits as part of case management services. The CoC partners with Community Action Agencies to provide sub-regional leadership. The CAA outreach offices also assist with client referral and access to mainstream benefits through staff time, transportation and other services. ESG and PSH programs have regular meetings with the Department of Human Services (DHS) to share information regarding program services and DHS mainstream benefits. Meetings are generally quarterly or semi-annually. More frequent meetings are held for the purpose of case conferencing when necessary. The Lead Agency and Board are responsible for overseeing this performance measure.

4A-2. Low Barrier: Based on the CoCs FY 2017 new and renewal project applications, what percentage of Permanent Housing (PSH) and Rapid Rehousing (RRH), Transitional Housing (TH), Safe-Haven, and SSO (Supportive Services Only-non-coordinated entry) projects in the CoC are low-barrier?

Total number of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO project applications in the FY 2017 competition (new and renewal)	2.00
Total number of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO renewal and new project applications that selected "low barrier" in the FY 2017 competition.	2.00
Percentage of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO renewal and new project applications in the FY 2017 competition that will be designated as "low barrier"	100.00%

4A-3. Housing First: What percentage of CoC Program Funded PSH, RRH, SSO (non-coordinated entry), safe-haven and Transitional Housing; FY 2017 projects have adopted the Housing First approach, meaning that the project quickly houses clients without preconditions or service participation requirements?

Total number of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH project applications in the FY 2017 competition (new and renewal).	2.00
Total number of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH renewal and new project applications that selected Housing First in the FY 2017 competition.	2.00
Percentage of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH renewal and new project applications in the FY 2017 competition that will be designated as Housing First.	100.00%

4A-4. Street Outreach: Describe (1) the CoC's outreach and if it covers 100 percent of the CoC's geographic area; (2) how often street outreach is conducted; and (3) how the CoC has tailored its street outreach to those that are least likely to request assistance. (limit 1000 characters)

known locations, including parks, bridges, etc. They also visit shelters and soup kitchens. They carry outreach bags in vehicles so they are always ready to provide OR. PATH does their outreach weekly and covers 20% of the CoC area. SSVF provides outreach on an as needed basis as locations become known or at local events such as Stand Downs. They avg around 12 OR contacts per month. SSVF covers 100% of the CoC area. Given the large rural nature of the CoC area, street OR is not feasible in some areas. The PATH agency has bilingual staff available when needed. PATH staff carries a notepad to help communicate with deaf/hard of hearing if they can read and write. PATH will provide transportation to phone, computer or internet services and help set up access. SSVF meets Veterans where they are, eliminating the transportation barrier. SSVF will contact partners with interpreters if needed.

**4A-5. Affirmative Outreach
Specific strategies the CoC has implemented that furthers fair housing as detailed in 24 CFR 578.93(c) used to market housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status, or disability; who are least likely to apply in the absence of special outreach.
Describe: (1) the specific strategies that have been implemented that affirmatively further fair housing as detailed in 24 CFR 578.93(c); and (2)**

what measures have been taken to provide effective communication to persons with disabilities and those with limited English proficiency. (limit 1000 characters)

All HUD funded pgms are responsible for affirmatively marketing housing and services to eligible persons regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status, or disability and especially those who are least likely to seek services. They are also responsible for maintaining records of said activities. If the pgms encounter impediments to fair housing, they are to contact the CoC lead agency and the State. 16 of the 21 CoC counties have access to sign language and Spanish interpreters. Some of these are through MOU's with Head Start pgms. If a person presenting for services requires an interpreter, the staff person doing the intake will immediately contact the agency with the appropriate interpreter. Information is provided to participants regarding local, state and federal fair housing laws, as well as Legal Aid contact info. Info is also posted in pgm offices.

4A-6. Compare the number of RRH beds available to serve populations from the 2016 and 2017 HIC.

	2016	2017	Difference
RRH beds available to serve all populations in the HIC	164	129	-35

4A-7. Are new proposed project applications requesting \$200,000 or more in funding for housing rehabilitation or new construction? No

4A-8. Is the CoC requesting to designate one or more SSO or TH projects to serve homeless households with children and youth defined as homeless under other Federal statues who are unstably housed (paragraph 3 of the definition of homeless found at 24 CFR 578.3). No

4B. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
01. 2016 CoC Consolidated Application: Evidence of the CoC's communication to rejected participants	Yes	2017 SEO CoC Evid...	09/25/2017
02. 2016 CoC Consolidated Application: Public Posting Evidence	Yes	2017 SEO CoC Evid...	09/26/2017
03. CoC Rating and Review Procedure (e.g. RFP)	Yes	2017 SEO CoC Rati...	09/26/2017
04. CoC's Rating and Review Procedure: Public Posting Evidence	Yes	2017 SEO CoC Evid...	09/26/2017
05. CoCs Process for Reallocating	Yes	2017 SEO CoC Real...	09/25/2017
06. CoC's Governance Charter	Yes	SEO CoC Governanc...	09/25/2017
07. HMIS Policy and Procedures Manual	Yes	ShareLink HMIS Po...	09/25/2017
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	2017 SEO CoC PHA ...	09/25/2017
10. CoC-HMIS MOU (if referenced in the CoC's Governance Charter)	No	SEO CoC Sharelink...	09/26/2017
11. CoC Written Standards for Order of Priority	No	SEO CoC Governanc...	09/26/2017
12. Project List to Serve Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
13. HDX-system Performance Measures	Yes	2017 SEO CoC HDX ...	09/28/2017
14. Other	No		
15. Other	No		

Attachment Details

Document Description: 2017 SEO CoC Evidence of Communication to Rejected Accepted Applicants

Attachment Details

Document Description: 2017 SEO CoC Evidence of Public Posting Consolidated Application and Priority Listing

Attachment Details

Document Description: 2017 SEO CoC Rating Tool and Instructions 081817

Attachment Details

Document Description: 2017 SEO CoC Evidence of Public Posting Rating and Review Procedure

Attachment Details

Document Description: 2017 SEO CoC Reallocation Process

Attachment Details

Document Description: SEO CoC Governance Charter 010917

Attachment Details

Document Description: ShareLink HMIS Policies and Procedures Manual
August 2017 Final

Attachment Details

Document Description:

Attachment Details

Document Description: 2017 SEO CoC PHA Policies

Attachment Details

Document Description: SEO CoC Sharelink HMIS MOA 100116

Attachment Details

Document Description: SEO CoC Governance Charter 010917 with
Orders of Priority

Attachment Details

Document Description:

Attachment Details

Document Description: 2017 SEO CoC HDX Competition Report

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. Identification	09/11/2017
1B. Engagement	09/25/2017
1C. Coordination	09/25/2017
1D. Discharge Planning	09/11/2017
1E. Project Review	09/25/2017
1F. Reallocation Supporting Documentation	No Input Required
2A. HMIS Implementation	09/25/2017
2B. PIT Count	09/25/2017
2C. Sheltered Data - Methods	09/26/2017
3A. System Performance	09/26/2017
3B. Performance and Strategic Planning	09/26/2017

4A. Mainstream Benefits and Additional Policies	09/26/2017
4B. Attachments	09/28/2017
Submission Summary	No Input Required

2014 - 2015

The Southeastern Oklahoma Continuum of Care

The Southeastern Oklahoma Continuum of Care is committed to prevent and end the tragedy of homelessness among individuals and families.

Serving Atoka, Bryan, Carter, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, LeFlore, Love, Marshall, McCurtain, McIntosh, Murray, Muskogee, Okfuskee, Okmulgee, Pittsburg, Pontotoc, and Pushmataha Counties.

Click the link below to be redirected to the document.....

- [2013 Consolidated Application](#)
- [2013 Priority Listing](#)
- [2014 Request for Renewal Proposals](#)
- [2014 Priority Listing](#)
- [2014 Consolidated Application](#)
- [2014 Annual Meeting Minutes](#)
- [2014 Mid-Year Meeting Minutes](#)
- [2015 Annual Meeting Agenda - January](#)
- [2015 Mid-year Meeting Agenda - September](#)
- [Request for Renewal or Permanent Housing/Rapid Re-housing Bonus Project Applications ONLY 09/24/2015](#)
- [2015 Southeastern Oklahoma Continuum of Care Rating & Ranking Tool Instructions](#)
- [Southeastern Oklahoma Continuum of Care Application Accepted or Denied](#)
- [2015 Project Priority Listing](#)
- [2015 Consolidated Application](#)
- [2016 Point in Time greeting from President Obama](#)
- [Agenda Annual Meeting 01-13-16](#)
- [Agenda Mid-Year Meeting 08-02-16](#)
- [2016 SEO CoC Request for Renewal Proposals 07-14-16](#)
- [SEO CoC Applications Denied or Accepted 09-06-16](#)
- [2016 SEO CoC Rating Tool 09-06-16](#)
- [2016 SEO CoC Consolidated Application](#)
- [2016 SEO CoC Priority Listing](#)
- [2017 Annual Meeting Agenda 01-09-17](#)
- [2017 SEO CoC Request for Renewal and Bonus Project Proposals 07-26-17](#)
- [2017 SEO CoC Request for Renewal and Bonus Project Proposals Revision 07-28-17](#)
- [2017 Agenda Mid-Year Meeting 08-18-17](#)
- [2017 SEO CoC Rating Tool 08-18-17](#)
- [2017 SEO CoC Applications Denied or Accepted 09-11-17](#)

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September 11, 2017

All applications submitted for the 2017 HUD CoC NOFA competition have been accepted. **There have been no denied applications.** Acceptance letters were sent to each organization that submitted an application.

If you have any questions, please feel free to contact Linda Love, SEO CoC Chair, at 1-800-299-4479.

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The Southeastern Oklahoma Regional Continuum of Care

Rating & Ranking Tool Instructions

The following criteria will be used in the rating and ranking of projects submitted for consideration in the HUD Continuum of Care (CoC) Notice of Funding Availability (NOFA).

Participation in the SEO CoC

Applicant agencies must be an active participant in the Southeastern Oklahoma Regional Continuum of Care (SEO CoC). Per SEO CoC policy, members will be considered “active” when they have attended the annual and mid-year meeting and participated in the Point in Time Count and the Housing Inventory Count.

Renewal Project Outcomes

Projects will receive points based on bed utilization, percentage of participants participating in mainstream programs, percentage of participants employed, percentage of participants remaining housed at program exit.

Employment

Projects will receive points based on the percentage of program participants obtaining or maintaining employment income.

Mainstream Resources

Projects will receive points for their utilization of mainstream resources for the homeless subpopulation served through their projects. The term utilization of mainstream resources means linkage to and outcomes with other providers for the homeless individual/family being served. Mainstream resources are defined by HUD in the NOFA application.

Project Match & Leveraging of Resources

Projects will receive points for documenting the match resources allocated to their proposed project. Projects that do not meet the HUD prescribed level of match for their projects will not be included in the rating and ranking process. Projects will also receive points for their ability to leverage existing community resources to meet the needs of the homeless subpopulation as outlined in their project proposals.

Program Operations Requirement

Any member agency requesting funding through the HUD CoC NOFA process must be operating within the Continuum geography for a minimum of one year prior to the grant submission process and in good standing with the Oklahoma Secretary of State.

Applicant Status

Member agencies submitting a project for consideration through the HUD CoC NOFA process must be operating as a 501 ©3, tax exempt organization. Supportive materials required to document the non-profit status are inclusive of but not limited to the following: by-laws, volunteer board members, regular board meetings with written minutes, mission statements, financial statements, annual audit statements, etc.

Renewal Projects

All member agencies presenting renewal projects through the HUD CoC NOFA process are required to have submitted their most recent Annual Progress Report (APR) by the due date.

The Southeastern Oklahoma Regional Continuum of Care Rating Tool

Project: _____

Project Year: _____

Population Served: _____

	4	3	2	1	0	Score	Weight	Total (Score X Weight)
Target Population	CH Families	CH Individuals	DV	Veterans	General		15	
Bed Utilization Rate	During the last reporting period, this project had a bed utilization rate of 90-100%	During the last reporting period, this project had a bed utilization rate of 80-90%	During the last reporting period, this project had a bed utilization rate of 70 – 79%	During the last reporting period, this project had a bed utilization rate of 60 – 69%	During the last reporting period, this project had a bed utilization rate of 59% or lower		25	
Program Participant Length of Stay	With this project, participants stay housed for 6 or more months on average.	With this project, participants stay housed between 4-5 months on average.	With this project, participants stay housed for 3 months on average, but less than 4 months.	With this project, participants stay housed for 2 months on average, but less than 3 months.	With this project, participants stay housed for 1 month or less.		20	
Program Participant Employment	With this project, 21% or more participants have obtained employment income.	With this project, 11 - 20% or more participants have obtained employment income.	With this project, 6 - 10% or more participants have obtained employment income.	With this project, 1 - 5% or more participants have obtained employment income.	With this project, less than 1% of participants have obtained employment income.		15	
Program Participant Mainstream Resources	With this project, 21% or more participants have obtained income through mainstream resources.	With this project, 11 - 20% of participants have obtained income through mainstream resources.	With this project, 6-10% of participants have obtained income through mainstream resources.	With this project, 1- 5% of participants have obtained income through mainstream resources.	With this project, less than 1% of participants have obtained income through mainstream resources.		15	
Case Management Contacts	Client contact 2 or more times per week.	Client contact 1 time per week.	Client contact 2 times per month.	Client contact 1 time per month.	Client contact less than 1 time per month		10	
Leveraging of Resources	This project meets the match requirement through existing community resources.	-----	-----	-----	This project has not leveraged the required match and/or community resources.		10	
Agency Capacity	Agency has operated in CoC and served homeless population for 10 or more years.	Agency has operated in CoC and served homeless population for 8 or more years.	Agency has operated in CoC and served homeless population for 5 or more years.	Agency has operated in CoC and served homeless population for 3 or more years.	Agency has operated in CoC and served homeless population for less than 2 years		1	

Points Scored: _____

Date Scored: _____

2014 - 2015

The Southeastern Oklahoma Continuum of Care

The Southeastern Oklahoma Continuum of Care is committed to prevent and end the tragedy of homelessness among individuals and families.

Serving Atoka, Bryan, Carter, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, LeFlore, Love, Marshall, McCurtain, McIntosh, Murray, Muskogee, Okfuskee, Okmulgee, Pittsburg, Pontotoc, and Pushmataha Counties.

Click the link below to be redirected to the document.....

- [2013 Consolidated Application](#)
- [2013 Priority Listing](#)
- [2014 Request for Renewal Proposals](#)
- [2014 Priority Listing](#)
- [2014 Consolidated Application](#)
- [2014 Annual Meeting Minutes](#)
- [2014 Mid-Year Meeting Minutes](#)
- [2015 Annual Meeting Agenda - January](#)
- [2015 Mid-year Meeting Agenda - September](#)
- [Request for Renewal or Permanent Housing/Rapid Re-housing Bonus Project Applications ONLY 09/24/2015](#)
- [2015 Southeastern Oklahoma Continuum of Care Rating & Ranking Tool Instructions](#)
- [Southeastern Oklahoma Continuum of Care Application Accepted or Denied](#)
- [2015 Project Priority Listing](#)
- [2015 Consolidated Application](#)
- [2016 Point in Time greeting from President Obama](#)
- [Agenda Annual Meeting 01-13-16](#)
- [Agenda Mid-Year Meeting 08-02-16](#)
- [2016 SEO CoC Request for Renewal Proposals 07-14-16](#)
- [SEO CoC Applications Denied or Accepted 09-06-16](#)
- [2016 SEO CoC Rating Tool 09-06-16](#)
- [2016 SEO CoC Consolidated Application](#)
- [2016 SEO CoC Priority Listing](#)
- [2017 Annual Meeting Agenda 01-09-17](#)
- [2017 SEO CoC Request for Renewal and Bonus Project Proposals 07-26-17](#)
- [2017 SEO CoC Request for Renewal and Bonus Project Proposals Revision 07-28-17](#)
- [2017 Agenda Mid-Year Meeting 08-18-17](#)
- [2017 SEO CoC Rating Tool 08-18-17](#)
- [2017 SEO CoC Applications Denied or Accepted 09-11-17](#)

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9/13/2017

The Southeastern Oklahoma Continuum of Care

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Reallocation Process

As part of the annual Continuum of Care (CoC) competition, HUD has given all CoCs the opportunity to reallocate funds from existing projects to create new projects that better meet the needs of the community. These project types include: Permanent Supportive Housing for chronically homeless individuals or families and Rapid Re-housing units for families.

During the 2017 CoC competition, the Southeastern Oklahoma CoC will not be reallocating funds from its existing project.

The Southeastern Oklahoma Continuum of Care

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Governance Charter

Approved 01/15/2014

Amended 08/02/2016

Amended 01/09/2017

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Organization

The name of this unincorporated organization is the Southeastern Oklahoma Continuum of Care (hereinafter referred to as the “SEO CoC”). HUD reference number OK-507.

Geographic Area

The SEO CoC covers a geographic area in southeastern Oklahoma spanning 21 counties. The area includes Atoka, Bryan, Carter, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, LeFlore, Love, Marshall, McCurtain, McIntosh, Murray, Muskogee, Okfuskee, Okmulgee, Pittsburg, Pontotoc and Pushmataha.

Purpose

The purpose of the SEO CoC is to:

- Promote community-wide commitment to the goal of ending veteran and chronic homelessness by 2015, ending homelessness for families, youth and children by 2020, and setting a path to ending all types of homelessness;
- Help secure funding for efforts by nonprofit providers and local governments to re-house homeless individuals and families rapidly while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness;
- Promote access to and effective utilization of mainstream programs by homeless individuals and families; and
- Optimize self-sufficiency among individuals and families experiencing homelessness.

Responsibilities

The SEO CoC is responsible for fulfilling duties as follows:

Operation of the CoC

- Hold meetings of the full membership, with published agendas, at least semi-annually;
- Issue a public invitation annually for new members to join within the geographic area;
- Adopt and follow a written process to select a CoC board and review, update, and approve the process at least once every 3 years;
- Appoint additional committees, subcommittees, or workgroups;
- Adopt, follow, and review annually a governance charter in consultation with the collaborative applicant and the HMIS lead;
- For CoC and ESG grants, collaborate with the Oklahoma Department of Commerce (ODOC) to establish performance targets appropriate for population and program type in consultation with recipients and subrecipients, then monitor recipient and subrecipient performance, evaluate outcomes, and take action against poor performers;
- Establish a centralized or coordinated assessment system in consultation with recipients of ESG Funds; and

- Establish and follow written standards for providing CoC assistance in consultation with recipients of ESG Funds.

Designation and operation of a Homeless Management Information System (HMIS)

- Designate a single HMIS for its geographic area and designate an eligible applicant to manage its HMIS;
- Review, revise, and approve privacy, security, and data quality plans;
- Ensure consistent participation of recipients/subrecipients in HMIS; and
- Ensure that the HMIS is administered in compliance with HUD requirements.

Continuum of Care Planning

- Coordinate implementation of a housing and service system;
- Conduct, at least biennially, a Point-in-Time count of homeless persons that meets HUD requirements;
- Conduct an annual gaps analysis of homelessness needs and services;
- Provide information as required to ODOC so they can complete the Consolidated Plan;
- Consult with ODOC, state and local ESG recipients in the geographic area on the plan for allocating ESG funds and reporting/evaluating performance of ESG programs.

Preparation of a CoC Application for Funds

- Design, operate, and follow a collaborative process for the development of applications and approve submission of applications in response to the CoC Program Notice of Funding Availability (NOFA);
- Establish priorities for funding projects;
- Designate the collaborative applicant to submit the application;
- The collaborative applicant must collect and combine the required application information from all projects within the geographic area and will apply for funding for CoC planning activities.

CoC Membership

Open Membership and New Members

Membership in the SEO CoC is open to all stakeholders in the covered geographic area, including nonprofit homeless assistance providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, and organizations that serve veterans, and homeless and formerly homeless individuals.

Annually, the SEO CoC shall issue a public invitation for any interested person within geographic area to become a member of the CoC. The invitation will be sent to relevant organizations in the

geographic area, shared at local coalition and interagency meetings, and posted on organizational websites.

New members may enroll at any time during the year by providing to the CoC their names, contact information, and any relevant affiliations.

Responsibilities of Members

Most of the responsibilities of the SEO CoC will be carried out by its Board (with input from Members), with the following exceptions:

- Members will vote directly to approve the governance framework set forth in this Governance Charter and any subsequent changes or additions to the Governance Charter;
- Every three years following initial approval of this Governance Charter, members will review, update, and approve changes to the Governance Charter;
- Unless the Board selection process is changed by a subsequent amendment to the Governance Charter, members will vote annually to elect directors to available board positions.

Membership Meetings

The full membership of the SEO CoC shall meet at least semi-annually. All SEO CoC members shall be notified of the date and location of membership meetings.

The first meeting of the year held in January will be the Annual Meeting. The agenda for the Annual Meeting will include:

- A review of any proposed changes to the SEO CoC Governance Charter followed by a vote on those changes;
- Review of the Point in Time Count documents and the Housing Inventory Count; and
- Any other business the Board chooses to put before its members.

Notice of Meeting

Notice of the place, date and time of each Membership Meeting, including the Annual Meeting, shall be sent to members by email or other reasonable means of communication at least one week (7 days) before the meeting date, along with the agenda for the meeting.

Quorum and Voting

The members present at any properly announced meeting of SEO CoC members shall constitute a quorum. Issues presented to SEO CoC members for a vote will be decided by simple majority of the votes cast.

Board

The SEO CoC shall be governed by a Board, which will provide oversight and accountability for all SEO CoC responsibilities. The Board shall Responsibilities of the Board

Except for those responsibilities assigned to the SEO CoC members), the Board will act on behalf of the SEO CoC to fulfill the regulatory duties of a continuum of care set forth in 24 CFR § 578. The Board shall be responsible for approval and implementation of all CoC policies and procedures.

Board Membership

Composition

The Board will consist of an odd number of members including, at a minimum, a representative from each sub-regional lead agency. The Board should be representative of the stakeholder organizations represented within the CoC membership and must include a representative of the CoC Collaborative Applicant. The Board must, at all times, make every effort to ensure the participation of at least one homeless or formerly homeless individual on the Board.

Terms of Office

Board members will serve staggered terms of three years so that approximately one-third the members will stand for election each year. In the first year, newly-elected members will draw lots to determine the length of their term—one, two, or three years. There is no limit to the number of terms a board member may serve.

Nomination and Voting

Each year the existing Board will solicit recommendations from CoC members and develop for Membership approval a slate of candidates for election to the Board. The Membership will vote for open Board positions at the Annual Meeting.

Resignation and Removal

Unless otherwise provided by written agreement, any representative may resign at any time by giving written notice to the Chair. In addition, board members may be removed from the Board by a majority vote of remaining board members for repeated absence, misconduct, failure to participate, or violation of conflict of interest policies.

Vacancies

When a board member resigns or is removed from the Board or cannot serve his/her full term for any reason, the Board may appoint another SEO CoC member to fill the unexpired term.

Officers

Officers

The officers of the SEO CoC shall be a Chair, a Vice Chair, and a Secretary.

Election and Term

The officers shall be elected by the SEO CoC board members, annually, at the last meeting of the year. Each officer shall hold office for a term of one year or until their successors have been elected. No person may hold more than one office.

Chair and Vice Chair

The Chair is responsible for scheduling meetings of the SEO CoC, ensuring that the SEO CoC meets regularly or as needed, and for setting the agenda for meetings in collaboration with the Collaborative Applicant. In the absence of the Chair, the Vice Chair assumes the duties of the Chair.

Secretary

The Secretary shall keep accurate records of the acts and proceedings of all meetings of the CoC Board, or designate another person to do so at each meeting, including documenting all actions taken without a meeting. Such records will include the names of those in attendance. The Secretary shall give all notices required by law and by this Charter. The Secretary shall perform such other duties as the SEO CoC may designate, and shall chair SEO CoC meetings in the case of the absence of the Chair and Vice Chair.

Resignation of Officers

Unless otherwise provided by written agreement, any officer may resign at any time by giving written notice to the Chair or the Secretary. Any such resignations shall take effect at the time specified within the written notice or if the time is not specified therein upon its acceptance by the SEO CoC.

Officer Vacancies

Vacancies among the officers may be filled for the remainder of the term by a vote of the majority of the SEO CoC board members at any meeting at which a quorum is present.

Rules of Governance for the Board

Quorum and Voting

A number equal to a majority of the Board shall constitute a quorum for the transaction of business at any meeting.

At all meetings, business items may be decided by arriving at a consensus. If a vote is necessary, all votes shall be by voice or ballot at the will of the majority of those in attendance at a meeting with a quorum being present. Each representative seat shall have one vote. No member may vote on any item which presents a real or perceived conflict of interest.

Proxies

Board members may have non-voting proxies attend meetings in their place.

Action Without a Meeting

Any action that may be taken at any meeting of the SEO CoC Board may be taken without a meeting if that action is approved, in writing (e.g. letter, email) by a majority of all SEO CoC Board members who would be entitled to vote if a meeting was held for such purpose.

Committees and Working Groups

The SEO CoC will carry out its responsibilities through the work of a number of Committees and Working Groups. All CoC Members may participate on Committees and Working Groups. Policies and policy decisions made by Committees and Working Groups must be approved by the Board before taking effect.

Standing Committees

The SEO CoC shall have four standing committees, as follows:

Point in Time/Housing Inventory Count Committee

The Point in Time/Housing Inventory Count Committee facilitates activities surrounding the Point in Time Count and the Housing Inventory Count. These include:

- Develop and disseminate surveys and documents for use during the Count;
- Provide training at the Annual Meeting in January regarding Point in Time and Housing Inventory Count activities;
- Collect Count data from sub-regional lead agencies, compile and prepare Count data for entry into the HUD Homeless Data Exchange (HUD HDX);

Performance and Outcomes Committee

The Performance and Outcomes Committee will collaborate with the CoC Collaborative Applicant, CoC-funded entities, and CoC Membership to:

- Review PIT and HIC data, conduct a gaps analysis, and make recommendations for Board approval of the priorities to be used in ranking requests for CoC funding;
- Develop performance measures to evaluate SEO CoC's overall success in eliminating homelessness, using guidance available from HUD and making changes over time as necessary to incorporate new regulations or guidance available from state or local authorities;
- In collaboration with the Oklahoma Department of Commerce (ODOC), establish written standards and performance measures for ESG assistance and providers;
- Evaluate outcomes of projects funded under the ESG and CoC Program, and provide outcome data to the Collaborative Applicant to report to HUD; and

- Consult with state and local government agencies, homeless service providers, private funders, and other relevant entities and organizations to evaluate available resources and reach agreement about how those resources can be allocated most effectively to implement plans to eliminate homelessness.

Consolidated Application Committee

The Consolidated Application Committee will:

- Work with the Collaborative Applicant to design and implement a collaborative process for developing a consolidated application for SEO programs and projects seeking CoC funding;
- Review findings of the Performance and Outcomes Committee, the program priorities established by the Board, and the applications for new programs or projects, and make recommendations to the Board about which programs/projects to include in the annual CoC application, and rank projects for the application; and
- Develop and oversee operation of a grievance process for agencies whose applications for funding have not been selected by the CoC.

HMIS/Data Committee

The HMIS Committee will work with the HMIS Lead Agency to:

- Develop, annually review, and, as necessary, revise for Board approval a privacy plan, security plan, and data quality plan for the HMIS, as well as any other HMIS policies and procedures required by HUD.
- Develop for Board approval and implement a plan for monitoring the HMIS to ensure that:
 - Recipients and subrecipients consistently participate in HMIS;
 - HMIS is satisfying the requirements of all regulations and notices issued by HUD;
 - The HMIS Lead is fulfilling the obligations outlined in its HMIS Governance Charter and Agreement with the CoC, including the obligation to enter into written participation agreements with each contributing HMIS organization.
- Oversee and monitor HMIS data collection and production of the following reports:
 - Annual Homeless Assessment Report (AHAR); and
 - Annual Performance Reports (APRs).

Other Committees and Working Groups

The CoC may establish committees or working groups as it deems necessary. One existing group will assist the CoC in meeting its regulatory obligations.

Centralized/Coordinated Intake and Assessment Work Group

This Work Group is planning for establishment and operation of a centralized or coordinated assessment system.

Designation of Collaborative Applicant and HMIS Lead

Collaborative Applicant

KI BOIS Community Action Foundation (CAF), Inc. serves as the SEO CoC's Collaborative Applicant.

HMIS Lead

The United Way of Ponca City serves as the SEO CoC's HMIS Lead Agency.

HMIS Designation

The SEO CoC designates Bowman Systems ServicePoint as the single Homeless Management Information System for its geographic area.

HMIS Governance Charter

The duties and responsibilities of the SEO CoC, the HMIS Lead, the HMIS/Data Committee and Contributing HMIS Organizations are set forth in further detail in the HMIS Governance Charter.

Code of Conduct and Conflicts of Interest

Conduct and Attendance

Board members, committee members, and other SEO CoC representatives must exercise care, diligence and prudence when acting on behalf of the SEO CoC. These individuals must complete work they have agreed to undertake on behalf of the SEO CoC in a timely manner. In addition, they must attend Board and committee meetings and be prepared to discuss matters presented for their deliberation. Absence without notice or explanation for three meetings within a calendar year or repeated failure to complete work assignments will be grounds for removal from the Board and/or committee assignments.

Conflict of Interest

Rules Regarding Conflict

Board members, committee members, and other SEO CoC representatives must abide by the following in order to avoid conflicts of interest and promote public confidence in the integrity of the CoC and its processes. Failure to honor this rule will be grounds for removal from the Board and any of its committees.

- Whenever SEO CoC board members, committee members, representatives, or any of their immediate family members have a financial interest or any other personal interest in a matter coming before the Board or one of its committees, they must:
 - Fully disclose the nature of the interest; and
 - Withdraw from discussing, lobbying or voting on the matter.

Disclosure

At the beginning of every meeting of the Board or committee, Board and committee members must disclose if they have any conflicts of interest or potential conflicts of interest regarding any business included in the meeting's agenda.

Abstention from Decision-Making

Any matter in which board members or SEO CoC committee members have an actual or potential conflict of interest will be decided only by a vote of disinterested individuals. In addition, the minutes of any meeting at which such a vote is conducted must reflect the disclosure of interested board members' and committee members' actual or potential conflicts of interest and their abstention.

Continuum of Care Standards on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing

All CoC funded permanent supportive housing projects shall adhere to Notice CPD-16-011, "Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing." The Continuum of Care Membership formally adopted Notice CPD-16-011 on August 2, 2016. This Notice supersedes Notice CPD-14-012. See Appendix A for further explanation.

Approval of Governance Charter and Subsequent Amendments

This Governance Charter and every subsequent amendment to it must be approved by a majority of SEO CoC members. In consultation with the Collaborative Applicant and the HMIS Lead, the Board will review the Governance Charter annually and recommend to CoC members changes to improve the functioning of the SEO CoC and maintain compliance with federal and state regulations. In addition, every three years, the Board will invite interested CoC members to participate in a review and discussion of the Governance Charter. Based on consensus achieved in that discussion, the Board will ask SEO CoC members to ratify the existing Governance Charter or approve proposed changes to the Governance Charter at the next annual or mid-year meeting.

Appendix A

FAQ ID:
1892

What is the order of priority for CoC Program-funded PSH beds that are either dedicated or prioritized for the chronically homeless?

Where the CoC has adopted the orders of priority described in the Prioritization Notice, recipients of either dedicated or prioritized CoC Program-funded PSH must select persons for permanent supportive housing in the following order:

Order of Priority 1 - A household should be prioritized first in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3; and,
2. The length of time the individual or head of household has been homeless is at least 12 months continuously or over a of at least four occasions in the past 3 years where the total length of time homeless totals at least 12 months; and,
3. The individual or head of household has been identified as having severe service needs.

Order of Priority 2 - A household should be prioritized second in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3; and,
2. The length of time the individual or head of household has been living in a place not meant for human habitation, a safe haven, or in an emergency shelter is at least 12 months continuously or over a period of at least four occasions in the past 3 years where the total length of time homeless totals at least 12 months; and,
3. The individual or head of household has **not** been identified as having severe service needs; and,
4. There are no chronically homeless households within the CoC's geographic area that meet the criteria under Order of Priority 1 for dedicated or prioritized PSH.

Order of Priority 3 - A household should be prioritized third in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3; and,
2. The length of time the individual or head of household has been living in a place not meant for human habitation, a safe haven, or in an emergency shelter is at least four occasions in the past 3 years where the total length of time homeless totals less than 12 months; and,
3. The individual or head of household has been identified as having severe service needs; and
4. There are no chronically homeless households within the CoC's geographic area that meet the criteria under Order of Priority 1 and 2 for dedicated or prioritized PSH.

Order of Priority 4 - A household should be prioritized fourth in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3;
2. The length of time the individual or head of household has been living in a place not meant for human habitation, a safe haven, or in an emergency shelter is at least four occasions in the past 3 years where the total length of time homeless totals less than 12 months (see [FAQ 1897](#)); and,
3. The individual or head of household has **not** been identified as having severe service needs; and
4. There are no chronically homeless households within the CoC's geographic area that meet the criteria under Order of Priority 1, 2, and 3 for dedicated or prioritized PSH.

Taken from the HUD Exchange website:

<https://www.hudexchange.info/faqs/1892/what-is-the-order-of-priority-for-coc-program-funded-psh-beds-that-are/>

Public Housing Waiting List Preferences

B. WAITING LIST PREFERENCES

The Muskogee Housing Authority will select families based on the following preferences within each bedroom size:

1. Families who have at least one (1) household member employed at least 30 hours per week will receive one (1) preference point. Families whose adult members are unable to work due to age (62 or over) or disability will also receive this preference point.
2. Families whose total household income is at least 31%, but not more than 80%, of the Area Median Income shall receive one (1) preference point.
3. Families with existing Public Housing assistance as of the federal disaster declaration date and are evacuees due to a federally declared disaster will receive one preference point if they make application within 90 days following the disaster declaration date.
4. Families with or without existing Public Housing Assistance as of the federal disaster declaration date and are evacuees will receive one preference point if they can provide a FEMA registration number on their housing application and make housing application within 90 days following the disaster declaration date.
5. The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.
6. Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

Housing Choice Voucher Waiting List Preferences

Preferences

MHA will select families from the waiting list based on the following preferences:

- A. One preference point will be awarded to Non-Elderly Disabled families. Eligibility for the preference point will be determined by written confirmation of qualified age and written confirmation of disability according to HUD regulation under the Mainstream program.
- B. One preference point will be awarded to Non-Elderly Disabled **homeless families**. Eligibility for the preference point will be determined by written confirmation of qualified age, written confirmation of disability, and written verification of homeless status according to HUD regulation under the Mainstream program.
- C. One preference point will be awarded to Non-Elderly Disabled transitional families. Eligibility for the preference point will be determined by written confirmation of qualified age, written confirmation of disability, and written verification of transitional housing status according to HUD regulation under the Mainstream program.
- D. One preference point will be awarded to families who reside or work in the City of Muskogee city limits at the time of application. Eligibility for the preference point will be determined by written verification of legal residence and/or written verification of place of employment according to HUD regulation.

City of Ada Housing Authority

AHA does not presently have a preference for homelessness, therefore, it is not listed in our policies nor do we keep records of those whom are homeless. Typically, applicants don't specifically tell us they are homeless and it isn't a question asked on our applications.

AHA does not have limited preferences as those typically are in metropolitan areas. Our local preferences as set by policy is as listed below.

The Public Housing program for **Ada Housing Authority** has a local preference policy (proof of preference is required):

1. Disabled/Elderly/Disabled **Veteran** Preference: This preference is extended to disabled/ elderly persons with a disabled/elderly member who is a head or spouse of the household;
2. Working Preference: Families where the head and/or spouse is employed at least 30 hours per week or more;
3. **Victims of Domestic Violence**: Individuals or Families that have been a Victim of Domestic Violence.
4. Living, working or having been hired to work in City limits of Ada.

Local preferences will be numerically ranked, with number 1 being the highest preferences, in the above listed order.

The Housing Choice Voucher Program of the Ada Housing Authority has a local preference policy (proof of preference is required):

1. **Victims of Domestic Violence**: Individuals or Families that have been a Victim of Domestic Violence.
2. Disabled/Elderly/Disabled **Veteran** Preference: This preference is extended to disabled/ elderly persons with a disabled/elderly member who is a head or spouse of the household;
3. Living, working or having been hired to work in City limits of Ada.
4. Living, working or having been hired to work in Pontotoc County.
5. All Others.

The crosswalk information you requested is as follows;

HCV Units – the total number of vouchers that the PHA is authorized to administer is 110; the actual number of vouchers for the FY 2015 was 78 (total unit months provided was 932 for the fiscal year). Due to HUD's underfunding of the Voucher program and high rental rates in the City of Ada, AHA is unable to utilize all the vouchers authorized, however, AHA utilizes the entire amount allotted each month for subsidy for those families on the program.

AHA owns 275 public housing units making the unit months available of 3300. Move ins, move outs and vacant and special units affect the actual numbers leased from month to month. The UML for the fiscal year requested was 3,239 or an average of 270 leased.

family to find a more suitable time. Applicants will be offered the right to an informal review before being removed from the waiting list.

9.6 NOTIFICATION OF NEGATIVE ACTIONS

Any applicant whose name is being removed from the waiting list will be notified by the McAlester Housing Authority, in writing, that they have seven (7) business days from the date of the written correspondence to present mitigating circumstances or request in writing an informal review. The letter will also indicate that their name will be removed from the waiting list if they fail to respond within the time frame specified. The McAlester Housing Authority system of removing applicant names from the waiting list will not violate the rights of persons with disabilities. If an applicant claims that their failure to respond to a request for information or updates was caused by a disability, the McAlester Housing Authority will verify that there is in fact a disability and the disability caused the failure to respond, and will provide a reasonable accommodation. An example of a reasonable accommodation would be to reinstate the applicant on the waiting list based on the date and time of the original application.

10.0 TENANT SELECTION AND ASSIGNMENT PLAN

10.1 PREFERENCES

In selecting residents from among eligible applicants who meet the screening criteria, first consideration shall be given to matching the size and type unit (i.e., physically accessible or not) offered to the family's need.

The McAlester Housing Authority will select families based on the following local preferences within each bedroom size category based on our local housing needs and priorities:

- A. Involuntarily displaced applicants (see glossary), which are not living in standard permanent replacement housing (see glossary):
- B. Applicants living in substandard housing (see glossary):
- C. The applicant has vacated his/her housing unit as a result of actual or threatened physical violence directed against the applicant or one or more members of the applicant's family by a spouse or other member of the applicant's household or the applicant lives in a housing unit with such an individual who engages in such violence.

Any of the three preferences will be applied if eligible with equal weight for each. If more than one applicant has local preferences, application date and time will be used to prioritize.

The date and time of application will be noted and utilized to determine the sequence within each bedroom size category.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

Buildings Designed for the Elderly and Disabled: Preference will be given to elderly and disabled families. If there are no elderly or disabled families on the list, preference will then be given to near-elderly families. Using these priorities, families will be selected from the waiting list using the preferences as outlined above.

Buildings Designated as Elderly Only Housing: The following McAlester Housing Authority projects/units have been approved by HUD as being designated for elderly only.

Project	Site	Number of Units
62-001	A,B,D	65
62-003	WK, SD	63

In filling vacancies in these units, first priority will be given to elderly families. If there are no elderly families on the list, next priority will be given to the near-elderly. If there are no near-elderly, units will be offered to families who qualify for the appropriate bedroom size. Using these priorities, families will be selected from the waiting list using the preferences as outlined above.

Accessible Units: Accessible units will be first offered to families who may benefit from the accessible features who reside in the development that has the vacancy. If there are no families residing in that development needing the accessible unit, it shall then be offered to families residing in other developments that may benefit from the accessible unit. If there are no families residing in the other developments needing the accessible unit, it shall then be offered to applicants on the waiting list who may benefit from the accessible features. Applicants for these units will be selected utilizing the same preference system as outlined above.

If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list. Such applicants, however, will be requested to sign a lease rider stating they will accept a transfer (at the Housing Authority's expense) if, at a future time, a family requiring an accessible feature applies or a family requires a transfer from a non-accessible unit. Any family required to transfer will be given a 30-day notice.

10.2 ASSIGNMENT OF BEDROOM SIZES

LOCAL PREFERENCE CERTIFICATION BY APPLICANT

The McAlester Housing Authority has initiated a set of Local Preferences to be used in resident selection for subsidized housing. In order for an applicant to be moved into this complex, regardless of any preference claim, an applicant must otherwise be determined to be eligible. Preference claims by all applicants will be verified by management prior to move-in.

Presently, you are required to certify whether or not you are eligible for a local Preference. You may do so by checking all of the blocks below which accurately assess your current housing conditions.

- I. Involuntary displaced by having vacated or will vacate because of:
A. A disaster, such as a fire or flood, that results in the uninhabitability of an applicant's unit; or
B. Activity carried on by an agency of the United States or by any state or local governmental body or agency in connection with code enforcement or a public improvement or development program; or
C. Action by a housing owner that results in an applicant's having to vacate his/her unit where;
1. The reason for the owner's action is beyond an applicant's ability to control or prevent;
2. The action occurs despite an applicant's having met all previously imposed conditions of occupancy; and
3. The action taken is other than a rent increase.
D. Currently homeless.
A. Lack of a fixed, regular, and adequate nighttime residence.
B. Have a primary nighttime residence that is:
1. A supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill); or
2. An institution that provides a temporary residence for individuals intended to be institutionalized; or
3. A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.
II. I am currently living in substandard housing.
A. Dilapidated housing.
B. Does not have operable indoor plumbing.
C. Does not have useable flush toilet inside for exclusive use of family.
D. Does not have useable bathtub or shower inside for exclusive use of tenant.
E. Does not have electricity, or has inadequate or unsafe electrical service
F. Does not have a safe or adequate source of heat.
G. Should, but does not have, a kitchen.
H. Living unit has been declared unfit for habitation by an agency or unit of Government.
III. Involuntarily displaced by having vacated or will vacate as a result of actual or threatened physical violence directed against the applicant or one or more members of the applicant's family by a spouse or other member of the applicant's household.
IV. I do not claim a Local Preference as detailed above.

Please be advised that if you are not currently eligible for a preference that you may claim a preference if you should become eligible.

Signature: _____ Date: _____

Witness: _____ Date: _____

Before executing a lease or occupancy agreement with an applicant who has been offered assistance on the basis of a Local Preference, the owner must require the applicant to provide verification that he or she qualifies for one of the preferences outlined above.

Explain your situation _____

Revised 10-2009



SHARELINK HMIS Memorandum of Agreement

This agreement entered into on the 1st day of October, 2016 between the UNITED WAY OF PONCA CITY, INC. (UWPC) and KI BOIS Community Action Foundation, Inc., hereinafter known as AGENCY outlines points of agreement for the use of the ShareLink Homeless Management Information System, (ShareLink HMIS) a Web-based information management system administered by UWPC. The AGENCY is a Covered Homeless Organization (CHO) as defined in by the US Housing and Urban Development in Federal Register HMIS Data and Technical Standards Final Notice, dated July 20, 2004, March 2010, and August 2016. The AGENCY is is not a Covered Entity as defined by the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

This agreement is effective as of the date shown below, and remains in effect until terminated in writing by either of the parties.

The ShareLink HMIS is a Web-based information management system designed to assist providers of services to homeless and formerly homeless and those at risk of homelessness in order to facilitate client intake, data collection and reporting, and to determine community resource availability. ShareLink also enables the sharing of client information with other providers where allowed by law or authorized by the client to assist in collaboration on client-related activities such as referrals to other agencies, appointment scheduling, coordination of services and case management.

The ShareLink HMIS utilizes the ServicePoint software product from Bowman Internet Systems. The ServicePoint product is operated from a computing infrastructure operated and maintained by Bowman Internet Systems and administered locally by UWPC. Viewed as a community resource, UWPC accepts guidance from a stakeholder advisory group called the ShareLink HMIS Policy Group concerning the management and operation of ShareLink as it relates to the needs of ShareLink HMIS partner agencies.

AGENCY agrees to the following:

- Comply with all federal and state laws, rules and regulations that may apply to the use of ShareLink and the collection, use and disclosure of client information. NOTE: A CHO that is also a Covered Entity under HIPAA is not required to comply with the privacy or security standards in the Federal Register HMIS Data and Technical Standards Final Notice, dated July 20, 2004, March 2010 and August 2016 if the CHO determines that a substantial portion of its homeless client data is protected health information as defined in the HIPAA rules;
- Comply with the operational policies and procedures contained in the ShareLink Homeless Management Information System Standard Operating Policies and Procedures guide;
- Adopt and implement a Privacy Policy that is in compliance with either the Federal Register HMIS privacy and security standards or the HIPAA rules as is applicable to AGENCY's status;
- Require all AGENCY ShareLink users to complete the Client Authorization Management training prior to being issued a ServicePoint User ID.



- Require all AGENCY ShareLink users to sign the ShareLink User Policy Responsibility Statement;
- Require AGENCY ShareLink Administrator to take action necessary to ensure that ShareLink User access is discontinued immediately upon the effective date that a AGENCY ShareLink user is no longer employed by the AGENCY or otherwise no longer authorized to be ShareLink user. Action will include at a minimum notifying the UWPC ShareLink Administrator in writing of user right termination at least five business prior days to effective date or immediately upon termination of rights if prior notice is not available;
- Verify the accuracy and completeness of AGENCY resource information in ShareLink on at least an annual basis, and update as needed utilizing the AIRS Taxonomy codes;
- Cooperate with other agencies utilizing ShareLink in the coordination of care and case management for clients accessing services from multiple agencies for the mutual benefit of the client, the agencies, and the community;
- Obtain written authorization from the client using a client authorization for release of protected information form approved by ShareLink HMIS Policy Group before client information is used or disclosed for any purpose not allowed by the HIPAA rules, Federal Register HMIS privacy and security standards or other applicable laws;
- Retain original signed *ShareLink HMIS Client Authorization for Release of Protected Information* documentation at least six years from the date they cease to be in effect (from expiration or revocation).
- Safeguard information collected from clients or shared by other organizations as US Housing and Urban Development in Federal Register HMIS Data and Technical Standards Final Notice, dated July 20, 2004, March 2010, August 2016 or HIPAA Privacy rules as applicable.
- Authorize CSC to create and share de-identified files and reports by using the methods defined in the HIPAA law, for itself and other methods as appropriate and as permitted by the HIPAA Privacy Rule;
- Authorize UWPC to create and share limited data sets as defined and limited by the HIPAA Privacy Rule.

UWPC agrees to the following:

- UWPC will adhere to the baseline security standards and requirements for system application and hardcopy security as outlined in the Federal Register/vol 69. No. 146/Friday July 30, 2004. (4.3.1.to 5.2.1), March 2010 and August 2016.
- AGENCY retains ownership of the data that it enters into ShareLink. AGENCY may access this data online via ShareLink, or can obtain copies of data as extracted files by request from UWPC;
- AGENCY retains decision-making authority on items related to AGENCY operations and service delivery, including eligibility criteria for services and the means and mechanisms for providing services;
- Adopt and implement a Privacy Policy that is in compliance with either the Federal Register HMIS privacy and security standards or the HIPAA rules as is applicable to UWPC's status;



- Provide ShareLink HMIS ServicePoint administration and user access ServicePoint software application.
- Provide initial training, on-going training and technical support to maintain the ShareLink HMIS system;
- Update the ShareLink Homeless Management Information Standard Operating Policies and Procedures guide as needed to meet current HMIS system requirements and maintain compliance with all federal and state laws, rules and regulations that may apply to the use of the ShareLink HMIS;
- Notify AGENCY in writing at least five business days prior to the effective date of changes to the ShareLink Homeless Management Information Standard Operating Policies and Procedures guide;
- Execute a ShareLink HMIS Memorandum of Agreement with all organizations using the ShareLink HMIS to prohibit the re-disclosure of individually identifiable information;
- Act as liaison between AGENCY and Bowman Internet Systems;

Bowman Internet Systems is solely responsible for any warranty of the capabilities of the ServicePoint software. In no event shall UWPC be liable for indirect, consequential punitive or special damages. UWPC shall not be responsible for loss of data or interruption of service caused by AGENCY or any other person or entity.

A Business Associate Agreement Security Addendum will be attached to and made a part of ShareLink Memorandum of Agreements with all agencies that are Covered Entities as defined by the Health and Insurance Portability Accountability Act of 1996 (HIPAA).

Any disputes regarding this agreement shall be resolved under the laws of the State of Oklahoma and any litigation shall be commenced in the State of Oklahoma.

For AGENCY: KI BOIS Community
Action Foundation, Inc.

Name: R. Carroll Huggins

Title: CEO/Executive Director

For UWPC: United Way of Ponca City,
Inc.

Name: Melisa Brumley

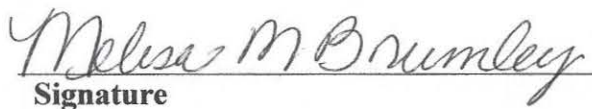
Title: HMIS Coordinator



Signature

10/6/16

Date



Signature

Sept. 28, 2016

Date

**Business Associate Agreement
Contract Security Addendum
(For Covered Entities Only)**

This Security Addendum to the parties' Business Associate Agreement is made by and between **KI BOIS Community Action Foundation, Inc.**, ("Covered Entity") and United Way of Ponca City, Inc. ("Business Associate") on **the 1st day of October, 2016.**

Recitals

1. The Covered Entity and the Business Associate ("the Parties") entered into an agreement for services that caused the Parties to enter into a Business Associate Agreement to comply with the HIPAA Privacy Rule found at 45 CFR Parts 160 and 164, subparts A and C.
2. The Parties also desire to comply with the HIPAA Security Rule found at 45 CFR Parts 160, 162, and 164 that is effective April 14, 2005.
3. By entering into this Security Addendum, the Parties memorialize their agreement with respect to such compliance.

NOW, THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree, as follows:

Covered Entity will permit Business Associate to create, receive, maintain or transmit Electronic Protected Health Information ("EPHI") on its behalf so long as Business Associate agrees to the following:

1. Business Associate shall implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of EPHI that Business Associate receives, creates maintains or transmits on behalf of Covered Entity.
2. Business associate shall ensure that any agent to whom it provides EPHI, including a subcontractor, agrees in writing to implement reasonable and appropriate safeguards to protect such EPHI.
3. Business Associate shall report promptly to Covered Entity any security incident involving EPHI that is the subject of this agreement. For the purposes of this Security Addendum, "security incident" shall mean the attempted or successful unauthorized access, use, disclosure, modification or destruction of information or interference with systems operations in an information system.

IN WITNESS WHEREOF, each of the undersigned has caused this Security Addendum to the Parties' existing Business Associate Agreement to be duly executed on its behalf.

Covered Entity: KI BOIS Community Action Foundation, Inc.

Name: R. Carroll Huggins

Title: CEO/Executive Director

Business Associate:

Name: Melisa Brumley


Title: HMIS Coordinator



Signature

10/6/16

Date



Signature

Sept. 28, 2016

Date

The Southeastern Oklahoma Continuum of Care

The Southeastern Oklahoma Continuum of Care is committed to prevent and end the tragedy of homelessness among individuals and families.

Serving Atoka, Bryan, Carter, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, LeFlore, Love, Marshall, McCurtain, McIntosh, Murray, Muskogee, Okfuskee, Okmulgee, Pittsburg, Pontotoc, and Pushmataha Counties.

Governance Charter

Approved 01/15/2014

Amended 08/02/2016

Amended 01/09/2017

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Organization

The name of this unincorporated organization is the Southeastern Oklahoma Continuum of Care (hereinafter referred to as the “SEO CoC”). HUD reference number OK-507.

Geographic Area

The SEO CoC covers a geographic area in southeastern Oklahoma spanning 21 counties. The area includes Atoka, Bryan, Carter, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, LeFlore, Love, Marshall, McCurtain, McIntosh, Murray, Muskogee, Okfuskee, Okmulgee, Pittsburg, Pontotoc and Pushmataha.

Purpose

The purpose of the SEO CoC is to:

- Promote community-wide commitment to the goal of ending veteran and chronic homelessness by 2015, ending homelessness for families, youth and children by 2020, and setting a path to ending all types of homelessness;
- Help secure funding for efforts by nonprofit providers and local governments to re-house homeless individuals and families rapidly while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness;
- Promote access to and effective utilization of mainstream programs by homeless individuals and families; and
- Optimize self-sufficiency among individuals and families experiencing homelessness.

Responsibilities

The SEO CoC is responsible for fulfilling duties as follows:

Operation of the CoC

- Hold meetings of the full membership, with published agendas, at least semi-annually;
- Issue a public invitation annually for new members to join within the geographic area;
- Adopt and follow a written process to select a CoC board and review, update, and approve the process at least once every 3 years;
- Appoint additional committees, subcommittees, or workgroups;
- Adopt, follow, and review annually a governance charter in consultation with the collaborative applicant and the HMIS lead;
- For CoC and ESG grants, collaborate with the Oklahoma Department of Commerce (ODOC) to establish performance targets appropriate for population and program type in consultation with recipients and subrecipients, then monitor recipient and subrecipient performance, evaluate outcomes, and take action against poor performers;
- Establish a centralized or coordinated assessment system in consultation with recipients of ESG Funds; and

- Establish and follow written standards for providing CoC assistance in consultation with recipients of ESG Funds.

Designation and operation of a Homeless Management Information System (HMIS)

- Designate a single HMIS for its geographic area and designate an eligible applicant to manage its HMIS;
- Review, revise, and approve privacy, security, and data quality plans;
- Ensure consistent participation of recipients/subrecipients in HMIS; and
- Ensure that the HMIS is administered in compliance with HUD requirements.

Continuum of Care Planning

- Coordinate implementation of a housing and service system;
- Conduct, at least biennially, a Point-in-Time count of homeless persons that meets HUD requirements;
- Conduct an annual gaps analysis of homelessness needs and services;
- Provide information as required to ODOC so they can complete the Consolidated Plan;
- Consult with ODOC, state and local ESG recipients in the geographic area on the plan for allocating ESG funds and reporting/evaluating performance of ESG programs.

Preparation of a CoC Application for Funds

- Design, operate, and follow a collaborative process for the development of applications and approve submission of applications in response to the CoC Program Notice of Funding Availability (NOFA);
- Establish priorities for funding projects;
- Designate the collaborative applicant to submit the application;
- The collaborative applicant must collect and combine the required application information from all projects within the geographic area and will apply for funding for CoC planning activities.

CoC Membership

Open Membership and New Members

Membership in the SEO CoC is open to all stakeholders in the covered geographic area, including nonprofit homeless assistance providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, and organizations that serve veterans, and homeless and formerly homeless individuals.

Annually, the SEO CoC shall issue a public invitation for any interested person within geographic area to become a member of the CoC. The invitation will be sent to relevant organizations in the

geographic area, shared at local coalition and interagency meetings, and posted on organizational websites.

New members may enroll at any time during the year by providing to the CoC their names, contact information, and any relevant affiliations.

Responsibilities of Members

Most of the responsibilities of the SEO CoC will be carried out by its Board (with input from Members), with the following exceptions:

- Members will vote directly to approve the governance framework set forth in this Governance Charter and any subsequent changes or additions to the Governance Charter;
- Every three years following initial approval of this Governance Charter, members will review, update, and approve changes to the Governance Charter;
- Unless the Board selection process is changed by a subsequent amendment to the Governance Charter, members will vote annually to elect directors to available board positions.

Membership Meetings

The full membership of the SEO CoC shall meet at least semi-annually. All SEO CoC members shall be notified of the date and location of membership meetings.

The first meeting of the year held in January will be the Annual Meeting. The agenda for the Annual Meeting will include:

- A review of any proposed changes to the SEO CoC Governance Charter followed by a vote on those changes;
- Review of the Point in Time Count documents and the Housing Inventory Count; and
- Any other business the Board chooses to put before its members.

Notice of Meeting

Notice of the place, date and time of each Membership Meeting, including the Annual Meeting, shall be sent to members by email or other reasonable means of communication at least one week (7 days) before the meeting date, along with the agenda for the meeting.

Quorum and Voting

The members present at any properly announced meeting of SEO CoC members shall constitute a quorum. Issues presented to SEO CoC members for a vote will be decided by simple majority of the votes cast.

Board

The SEO CoC shall be governed by a Board, which will provide oversight and accountability for all SEO CoC responsibilities. The Board shall Responsibilities of the Board

Except for those responsibilities assigned to the SEO CoC members), the Board will act on behalf of the SEO CoC to fulfill the regulatory duties of a continuum of care set forth in 24 CFR § 578. The Board shall be responsible for approval and implementation of all CoC policies and procedures.

Board Membership

Composition

The Board will consist of an odd number of members including, at a minimum, a representative from each sub-regional lead agency. The Board should be representative of the stakeholder organizations represented within the CoC membership and must include a representative of the CoC Collaborative Applicant. The Board must, at all times, make every effort to ensure the participation of at least one homeless or formerly homeless individual on the Board.

Terms of Office

Board members will serve staggered terms of three years so that approximately one-third the members will stand for election each year. In the first year, newly-elected members will draw lots to determine the length of their term—one, two, or three years. There is no limit to the number of terms a board member may serve.

Nomination and Voting

Each year the existing Board will solicit recommendations from CoC members and develop for Membership approval a slate of candidates for election to the Board. The Membership will vote for open Board positions at the Annual Meeting.

Resignation and Removal

Unless otherwise provided by written agreement, any representative may resign at any time by giving written notice to the Chair. In addition, board members may be removed from the Board by a majority vote of remaining board members for repeated absence, misconduct, failure to participate, or violation of conflict of interest policies.

Vacancies

When a board member resigns or is removed from the Board or cannot serve his/her full term for any reason, the Board may appoint another SEO CoC member to fill the unexpired term.

Officers

Officers

The officers of the SEO CoC shall be a Chair, a Vice Chair, and a Secretary.

Election and Term

The officers shall be elected by the SEO CoC board members, annually, at the last meeting of the year. Each officer shall hold office for a term of one year or until their successors have been elected. No person may hold more than one office.

Chair and Vice Chair

The Chair is responsible for scheduling meetings of the SEO CoC, ensuring that the SEO CoC meets regularly or as needed, and for setting the agenda for meetings in collaboration with the Collaborative Applicant. In the absence of the Chair, the Vice Chair assumes the duties of the Chair.

Secretary

The Secretary shall keep accurate records of the acts and proceedings of all meetings of the CoC Board, or designate another person to do so at each meeting, including documenting all actions taken without a meeting. Such records will include the names of those in attendance. The Secretary shall give all notices required by law and by this Charter. The Secretary shall perform such other duties as the SEO CoC may designate, and shall chair SEO CoC meetings in the case of the absence of the Chair and Vice Chair.

Resignation of Officers

Unless otherwise provided by written agreement, any officer may resign at any time by giving written notice to the Chair or the Secretary. Any such resignations shall take effect at the time specified within the written notice or if the time is not specified therein upon its acceptance by the SEO CoC.

Officer Vacancies

Vacancies among the officers may be filled for the remainder of the term by a vote of the majority of the SEO CoC board members at any meeting at which a quorum is present.

Rules of Governance for the Board

Quorum and Voting

A number equal to a majority of the Board shall constitute a quorum for the transaction of business at any meeting.

At all meetings, business items may be decided by arriving at a consensus. If a vote is necessary, all votes shall be by voice or ballot at the will of the majority of those in attendance at a meeting with a quorum being present. Each representative seat shall have one vote. No member may vote on any item which presents a real or perceived conflict of interest.

Proxies

Board members may have non-voting proxies attend meetings in their place.

Action Without a Meeting

Any action that may be taken at any meeting of the SEO CoC Board may be taken without a meeting if that action is approved, in writing (e.g. letter, email) by a majority of all SEO CoC Board members who would be entitled to vote if a meeting was held for such purpose.

Committees and Working Groups

The SEO CoC will carry out its responsibilities through the work of a number of Committees and Working Groups. All CoC Members may participate on Committees and Working Groups. Policies and policy decisions made by Committees and Working Groups must be approved by the Board before taking effect.

Standing Committees

The SEO CoC shall have four standing committees, as follows:

Point in Time/Housing Inventory Count Committee

The Point in Time/Housing Inventory Count Committee facilitates activities surrounding the Point in Time Count and the Housing Inventory Count. These include:

- Develop and disseminate surveys and documents for use during the Count;
- Provide training at the Annual Meeting in January regarding Point in Time and Housing Inventory Count activities;
- Collect Count data from sub-regional lead agencies, compile and prepare Count data for entry into the HUD Homeless Data Exchange (HUD HDX);

Performance and Outcomes Committee

The Performance and Outcomes Committee will collaborate with the CoC Collaborative Applicant, CoC-funded entities, and CoC Membership to:

- Review PIT and HIC data, conduct a gaps analysis, and make recommendations for Board approval of the priorities to be used in ranking requests for CoC funding;
- Develop performance measures to evaluate SEO CoC's overall success in eliminating homelessness, using guidance available from HUD and making changes over time as necessary to incorporate new regulations or guidance available from state or local authorities;
- In collaboration with the Oklahoma Department of Commerce (ODOC), establish written standards and performance measures for ESG assistance and providers;
- Evaluate outcomes of projects funded under the ESG and CoC Program, and provide outcome data to the Collaborative Applicant to report to HUD; and

- Consult with state and local government agencies, homeless service providers, private funders, and other relevant entities and organizations to evaluate available resources and reach agreement about how those resources can be allocated most effectively to implement plans to eliminate homelessness.

Consolidated Application Committee

The Consolidated Application Committee will:

- Work with the Collaborative Applicant to design and implement a collaborative process for developing a consolidated application for SEO programs and projects seeking CoC funding;
- Review findings of the Performance and Outcomes Committee, the program priorities established by the Board, and the applications for new programs or projects, and make recommendations to the Board about which programs/projects to include in the annual CoC application, and rank projects for the application; and
- Develop and oversee operation of a grievance process for agencies whose applications for funding have not been selected by the CoC.

HMIS/Data Committee

The HMIS Committee will work with the HMIS Lead Agency to:

- Develop, annually review, and, as necessary, revise for Board approval a privacy plan, security plan, and data quality plan for the HMIS, as well as any other HMIS policies and procedures required by HUD.
- Develop for Board approval and implement a plan for monitoring the HMIS to ensure that:
 - Recipients and subrecipients consistently participate in HMIS;
 - HMIS is satisfying the requirements of all regulations and notices issued by HUD;
 - The HMIS Lead is fulfilling the obligations outlined in its HMIS Governance Charter and Agreement with the CoC, including the obligation to enter into written participation agreements with each contributing HMIS organization.
- Oversee and monitor HMIS data collection and production of the following reports:
 - Annual Homeless Assessment Report (AHAR); and
 - Annual Performance Reports (APRs).

Other Committees and Working Groups

The CoC may establish committees or working groups as it deems necessary. One existing group will assist the CoC in meeting its regulatory obligations.

Centralized/Coordinated Intake and Assessment Work Group

This Work Group is planning for establishment and operation of a centralized or coordinated assessment system.

Designation of Collaborative Applicant and HMIS Lead

Collaborative Applicant

KI BOIS Community Action Foundation (CAF), Inc. serves as the SEO CoC's Collaborative Applicant.

HMIS Lead

The United Way of Ponca City serves as the SEO CoC's HMIS Lead Agency.

HMIS Designation

The SEO CoC designates Bowman Systems ServicePoint as the single Homeless Management Information System for its geographic area.

HMIS Governance Charter

The duties and responsibilities of the SEO CoC, the HMIS Lead, the HMIS/Data Committee and Contributing HMIS Organizations are set forth in further detail in the HMIS Governance Charter.

Code of Conduct and Conflicts of Interest

Conduct and Attendance

Board members, committee members, and other SEO CoC representatives must exercise care, diligence and prudence when acting on behalf of the SEO CoC. These individuals must complete work they have agreed to undertake on behalf of the SEO CoC in a timely manner. In addition, they must attend Board and committee meetings and be prepared to discuss matters presented for their deliberation. Absence without notice or explanation for three meetings within a calendar year or repeated failure to complete work assignments will be grounds for removal from the Board and/or committee assignments.

Conflict of Interest

Rules Regarding Conflict

Board members, committee members, and other SEO CoC representatives must abide by the following in order to avoid conflicts of interest and promote public confidence in the integrity of the CoC and its processes. Failure to honor this rule will be grounds for removal from the Board and any of its committees.

- Whenever SEO CoC board members, committee members, representatives, or any of their immediate family members have a financial interest or any other personal interest in a matter coming before the Board or one of its committees, they must:
 - Fully disclose the nature of the interest; and
 - Withdraw from discussing, lobbying or voting on the matter.

Disclosure

At the beginning of every meeting of the Board or committee, Board and committee members must disclose if they have any conflicts of interest or potential conflicts of interest regarding any business included in the meeting's agenda.

Abstention from Decision-Making

Any matter in which board members or SEO CoC committee members have an actual or potential conflict of interest will be decided only by a vote of disinterested individuals. In addition, the minutes of any meeting at which such a vote is conducted must reflect the disclosure of interested board members' and committee members' actual or potential conflicts of interest and their abstention.

Continuum of Care Standards on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing

All CoC funded permanent supportive housing projects shall adhere to Notice CPD-16-011, "Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing." The Continuum of Care Membership formally adopted Notice CPD-16-011 on August 2, 2016. This Notice supersedes Notice CPD-14-012. See Appendix A for further explanation.

Approval of Governance Charter and Subsequent Amendments

This Governance Charter and every subsequent amendment to it must be approved by a majority of SEO CoC members. In consultation with the Collaborative Applicant and the HMIS Lead, the Board will review the Governance Charter annually and recommend to CoC members changes to improve the functioning of the SEO CoC and maintain compliance with federal and state regulations. In addition, every three years, the Board will invite interested CoC members to participate in a review and discussion of the Governance Charter. Based on consensus achieved in that discussion, the Board will ask SEO CoC members to ratify the existing Governance Charter or approve proposed changes to the Governance Charter at the next annual or mid-year meeting.

Appendix A

FAQ ID:
1892

What is the order of priority for CoC Program-funded PSH beds that are either dedicated or prioritized for the chronically homeless?

Where the CoC has adopted the orders of priority described in the Prioritization Notice, recipients of either dedicated or prioritized CoC Program-funded PSH must select persons for permanent supportive housing in the following order:

Order of Priority 1 - A household should be prioritized first in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3; and,
2. The length of time the individual or head of household has been homeless is at least 12 months continuously or over a of at least four occasions in the past 3 years where the total length of time homeless totals at least 12 months; and,
3. The individual or head of household has been identified as having severe service needs.

Order of Priority 2 - A household should be prioritized second in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3; and,
2. The length of time the individual or head of household has been living in a place not meant for human habitation, a safe haven, or in an emergency shelter is at least 12 months continuously or over a period of at least four occasions in the past 3 years where the total length of time homeless totals at least 12 months; and,
3. The individual or head of household has **not** been identified as having severe service needs; and,
4. There are no chronically homeless households within the CoC's geographic area that meet the criteria under Order of Priority 1 for dedicated or prioritized PSH.

Order of Priority 3 - A household should be prioritized third in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3; and,
2. The length of time the individual or head of household has been living in a place not meant for human habitation, a safe haven, or in an emergency shelter is at least four occasions in the past 3 years where the total length of time homeless totals less than 12 months; and,
3. The individual or head of household has been identified as having severe service needs; and
4. There are no chronically homeless households within the CoC's geographic area that meet the criteria under Order of Priority 1 and 2 for dedicated or prioritized PSH.

Order of Priority 4 - A household should be prioritized fourth in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3;
2. The length of time the individual or head of household has been living in a place not meant for human habitation, a safe haven, or in an emergency shelter is at least four occasions in the past 3 years where the total length of time homeless totals less than 12 months (see [FAQ 1897](#)); and,
3. The individual or head of household has **not** been identified as having severe service needs; and
4. There are no chronically homeless households within the CoC's geographic area that meet the criteria under Order of Priority 1, 2, and 3 for dedicated or prioritized PSH.

Taken from the HUD Exchange website:

<https://www.hudexchange.info/faqs/1892/what-is-the-order-of-priority-for-coc-program-funded-psh-beds-that-are/>

2017 HDX Competition Report

PIT Count Data for OK-507 - Southeastern Oklahoma Regional CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT
Total Sheltered and Unsheltered Count	436	351
Emergency Shelter Total	200	206
Safe Haven Total	0	0
Transitional Housing Total	17	0
Total Sheltered Count	217	206
Total Unsheltered Count	219	145

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	65	75
Sheltered Count of Chronically Homeless Persons	20	43
Unsheltered Count of Chronically Homeless Persons	45	32

Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	32	35
Sheltered Count of Homeless Households with Children	20	29
Unsheltered Count of Homeless Households with Children	12	6

Homeless Veteran PIT Counts

	2011	2016	2017
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	19	19	40
Sheltered Count of Homeless Veterans	12	14	12
Unsheltered Count of Homeless Veterans	7	5	28

2017 HDX Competition Report

HIC Data for OK-507 - Southeastern Oklahoma Regional CoC

HMIS Bed Coverage Rate

Project Type	Total Beds in 2017 HIC	Total Beds in 2017 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	348	145	42	20.69%
Safe Haven (SH) Beds	0	0	0	NA
Transitional Housing (TH) Beds	0	0	0	NA
Rapid Re-Housing (RRH) Beds	129	0	129	100.00%
Permanent Supportive Housing (PSH) Beds	61	0	29	47.54%
Other Permanent Housing (OPH) Beds	0	0	0	NA
Total Beds	538	145	200	50.89%

PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	2	7

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

Households with Children	2016 HIC	2017 HIC
RRH units available to serve families on the HIC	19	18

2017 HDX Competition Report

HIC Data for OK-507 - Southeastern Oklahoma Regional CoC

Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC
RRH beds available to serve all populations on the HIC	164	129

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

Summary Report for OK-507 - Southeastern Oklahoma Regional CoC

Measure 1: Length of Time Persons Remain Homeless

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

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

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

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

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH	481	533	8	30	22	3	3	0
1.2 Persons in ES, SH, and TH	481	533	8	30	22	3	3	0

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.

NOTE: Due to the data collection period for this year's submission, the calculations for this metric are based on the data element 3.17 that was active in HMIS from 10/1/2015 to 9/30/2016. This measure and the calculation in the SPM specifications will be updated to reflect data element 3.917 in time for next year's submission.

	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	-	917	-	33	-	-	4	-
1.2 Persons in ES, SH, and TH	-	917	-	33	-	-	4	-

2017 HDX Competition Report

FY2016 - 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	1	0	0%	0	0%	0	0%	0	0%
Exit was from ES	435	43	10%	13	3%	22	5%	78	18%
Exit was from TH	0	0		0		0		0	
Exit was from SH	0	0		0		0		0	
Exit was from PH	174	5	3%	2	1%	3	2%	10	6%
TOTAL Returns to Homelessness	610	48	8%	15	2%	25	4%	88	14%

2017 HDX Competition Report

FY2016 - 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).

	2015 PIT Count	Most Recent PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	453	436	-17
Emergency Shelter Total	216	200	-16
Safe Haven Total	0	0	0
Transitional Housing Total	21	17	-4
Total Sheltered Count	237	217	-20
Unsheltered Count	216	219	3

Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2015	Current FY	Difference
Universe: Unduplicated Total sheltered homeless persons	536	918	382
Emergency Shelter Total	536	918	382
Safe Haven Total	0	0	0
Transitional Housing Total	0	0	0

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

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults (system stayers)	1	593	592
Number of adults with increased earned income	0	21	21
Percentage of adults who increased earned income	0%	4%	4%

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

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults (system stayers)	1	593	592
Number of adults with increased non-employment cash income	0	63	63
Percentage of adults who increased non-employment cash income	0%	11%	11%

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

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults (system stayers)	1	593	592
Number of adults with increased total income	0	83	83
Percentage of adults who increased total income	0%	14%	14%

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults who exited (system leavers)	13	531	518
Number of adults who exited with increased earned income	5	119	114
Percentage of adults who increased earned income	38%	22%	-16%

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

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults who exited (system leavers)	13	531	518
Number of adults who exited with increased non-employment cash income	2	69	67
Percentage of adults who increased non-employment cash income	15%	13%	-2%

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults who exited (system leavers)	13	531	518
Number of adults who exited with increased total income	6	180	174
Percentage of adults who increased total income	46%	34%	-12%

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

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

	Submitted FY 2015	Current FY	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	533	923	390
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.	100	94	-6
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)	433	829	396

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

	Submitted FY 2015	Current FY	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	973	1570	597
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.	139	174	35
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.)	834	1396	562

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

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

This Measure is not applicable to CoCs in 2016.

2017 HDX Competition Report

FY2016 - 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

	Submitted FY 2015	Current FY	Difference
Universe: Persons who exit Street Outreach	19	18	-1
Of persons above, those who exited to temporary & some institutional destinations	12	0	-12
Of the persons above, those who exited to permanent housing destinations	4	0	-4
% Successful exits	84%	0%	-84%

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

	Submitted FY 2015	Current FY	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited	816	1514	698
Of the persons above, those who exited to permanent housing destinations	445	1013	568
% Successful exits	55%	67%	12%

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

	Submitted FY 2015	Current FY	Difference
Universe: Persons in all PH projects except PH-RRH	72	60	-12
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	51	52	1
% Successful exits/retention	71%	87%	16%

2017 HDX Competition Report

FY2016 - SysPM Data Quality

OK-507 - Southeastern Oklahoma Regional CoC

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

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

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

2017 HDX Competition Report FY2016 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016
1. Number of non-DV Beds on HIC	262	161	203	240	57	20	28	18	65	79	58	64	3	15	100	164				
2. Number of HMIS Beds	32	42	29	40	0	0	0	0	65	79	36	38	3	15	100	164				
3. HMIS Participation Rate from HIC (%)	12.21	26.09	14.29	16.67	0.00	0.00	0.00	0.00	100.00	100.00	62.07	59.38	100.00	100.00	100.00	100.00				
4. Unduplicated Persons Served (HMIS)	1214	919	540	912	0	0	0		59	62	64	60	2	275	509	561				
5. Total Leavers (HMIS)	1180	909	522	878	0	0	0	0	3	37	35	36	0	168	319	423				
6. Destination of Don't Know, Refused, or Missing (HMIS)	221	306	82	35	0	0	0	0	0	0	3	0	0	13	53	22				
7. Destination Error Rate (%)	18.73	33.66	15.71	3.99					0.00	0.00	8.57	0.00		7.74	16.61	5.20				

2017 HDX Competition Report

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2017 PIT Count	1/26/2017	

Report Submission Date in HDX

	Submitted On	Met Deadline
2017 PIT Count Submittal Date	5/3/2017	Yes
2017 HIC Count Submittal Date	5/3/2017	Yes
2016 System PM Submittal Date	6/5/2017	Yes