Before Starting the CoC Application

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

The Collaborative Applicant is responsible for:
- Reviewing the FY 2016 CoC Program Competition NOFA in its entirety for specific application and program requirements.
- Using the CoC Application Detailed Instructions while completing the application in e-snaps.
- Answering all questions in the CoC application. It is the responsibility of the Collaborative Applicant to ensure that all imported and new responses in all parts of the application are fully reviewed and completed. When doing this keep in mind:

- This year, CoCs will see that a few responses have been imported from the FY 2015 CoC Application.
- For some of the questions HUD has provided documents to assist Collaborative Applicants in completing responses.
- For other questions, the Collaborative Applicant must be aware of responses provided by project applications in their Project Applications.
- Some questions require the Collaborative Applicant to attach a document to receive credit. This will be identified in the question.
- All questions marked with an asterisk (*) are mandatory and must be completed in order to submit the CoC Application.

For CoC Application Detailed Instructions click here.

1A. Continuum of Care (CoC) Identification

Instructions:

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

1A-1. CoC Name and Number: KY-502 - Lexington-Fayette County CoC

1A-2. Collaborative Applicant Name: Lexington-Fayette Urban County Government

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Kentucky Housing Corporation

1B. Continuum of Care (CoC) Engagement

Instructions:

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

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

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

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

CoC membership includes dozens of organizations and is open to any individual, business or other entity. All meetings are uniquely transparent and people experiencing homelessness actively participate. 4 committees each meet 6 times a year and anyone attending a committee meeting can participate and vote. Membership solicitation is constant in the community and monthly through an office newsletter reaching more than 500 citizens. The police sergeant over downtown officers sits on the board and through the CoC Advocacy, Issues, and Programs Committee brought forward concerns over panhandling. This led to a community conversation and development of a card listing resources to be shared with panhandlers thus avoiding criminalization. Additionally, Bluegrass Community Health, a FQHC, participates in the CoC and on programs committees. Through that activity the center identified a need to expand health services and recently opened a full-time clinic at fellow member New Life Day Center.

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

Youth Service Provider (up to 10)	RHY Funded?	Participated as a Voting Member in at least two CoC Meetings between July 1, 2015 and June 20, 2016.	Sat on CoC Board as active member or official at any point between July 1, 2015 and June 20, 2016.
Arbor Youth Services	Yes	Yes	Yes

1B-1c. List the victim service providers (CoC Program and non-CoC Program funded) who operate within the CoC's geographic area.

Then select "Yes" or "No" to indicate if each provider is a voting member or sits on the CoC Board.

Victim Service Provider for Survivors of Domestic Violence (up to 10)	Participated as a Voting Member in at least two CoC Meetings between July 1, 2015 and June 30, 2016	Sat on CoC Board as active member or official at any point between July 1, 2015 and June 30, 2016.
Greenhouse17	Yes	Yes

1B-2. Explain how the CoC is open to proposals from entities that have not previously received funds in prior CoC Program competitions, even if the CoC is not applying for new projects in 2016. (limit 1000 characters)

The local funding competition accepts eligible new proposals and actively solicits applications from entities that have not previously received funds. The local RFP clearly indicated a desire for new projects and applicants and this was posted online, announced in meetings and distributed via e-mail to more than 500 recipients. New projects do not receive extra points but do compete on a level playing field with no additional priority given to renewal projects. The 2016 local process included an application from one organization that has not previously received CoC funds and another that has not received CoC funds for several years. Applicants for ESG, CDBG and other federal and local funding are referred to the CoC competition as another potential funding source for needed projects. CoC staff members provide assistance for all applicants with an emphasis on introducing potential new applicants to the funding process and federal requirements.

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

1C. Continuum of Care (CoC) Coordination

Instructions:

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

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

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

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

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

	Number
Number of Con Plan jurisdictions with whom the CoC geography overlaps	1
How many Con Plan jurisdictions did the CoC participate with in their Con Plan development process?	1
How many Con Plan jurisdictions did the CoC provide with Con Plan jurisdiction level PIT data?	1
How many of the Con Plan jurisdictions are also ESG recipients?	1
How many ESG recipients did the CoC participate with to make ESG funding decisions?	1
How many ESG recipients did the CoC consult with in the development of ESG performance standards and evaluation process for ESG funded activities?	1

1C-2a. Based on the responses provided in 1C-2, describe in greater detail how the CoC participates with the Consolidated Plan jurisdiction(s) located in the CoC's geographic area and include the frequency and type of interactions between the CoC and the Consolidated Plan jurisdiction(s). (limit 1000 characters)

Lexington-Fayette County is the only Con Plan jurisdiction within the CoC. The Collaborative Applicant role was transferred in 2015 to Lexington-Fayette Urban County Government (LFUCG), the community's merged city-county government. LFUCG administers the Con Plan in the Division of Grants and Special Projects. The CoC is administered in the LFUCG Office of Homelessness. The division responsible for the Con Plan participates in all CoC meetings and the two offices meet at least twice monthly and regularly as needed, sometimes weekly for several hours for planning, evaluation, HMIS, and coordinated entry discussion. The CoC provides PITC Data, HMIS data, and other system data in support of the Con Plan. The two offices work together to ensure joint planning for resource allocation among CoC, non-CoC local, HOME, CDBG, ESG, and local Affordable Housing Trust Fund projects. The offices are developing joint processes for fund allocation and monitoring/evaluation of CoC and ESG projects.

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

The city's Office of Homelessness (CoC Collaborative Applicant) and the city's Division of Grants and Special Projects (ESG recipient) collaborate on funding processes and consult on ESG funding decisions and performance measures. The CoC provides the ESG recipient with PIT Count data, HMIS data including performance metrics, and CoC strategies to inform ESG subrecipient funding decisions. The ESG recipient office is a member of the CoC and voting member of the board actively participating in decisions impacting CoC funding priorities and HMIS administration. The two offices meet at least twice monthly but more often as needed to consult on specific projects and providers. Recently the two offices and the city's Division of Adult & Tenant Services collaborated to redesign an ESG funded, city operated Rapid Rehousing project to improve outcomes and efficiency. This involved collaboration and data sharing across the CoC, ESG recipient office and multiple levels of local government.

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

The Director of GreenHouse17, the CoC's only victim service provider, is a CoC

board member and active in CoC planning and systems design. Non-victim service providers work alongside GreenHouse17 to conduct a VI-SPDAT common assessment for housing for all survivors. GreenHouse17 uses a separate but equivalent database to secure identities and completes common assessments outside of HMIS. GreenHouse17 staff ensure immediate safe shelter (ESG funded) provided at their facility or through a partner and manually bring forward those clients to coordinated entry meetings sharing assessment and other useful information but maintaining anonymity. Safety and security is led by GreenHouse17 which operates in a rural area of the county in an unmarked facility. Survivors access immediate shelter by calling a hotline for pickup or boarding any city bus and asking for a ride to shelter. Clients access CoC, DoJ, HHS, and other housing programs through OneDoorLexington coordinated entry.

1C-4. List each of the Public Housing Agencies (PHAs) within the CoC's geographic area. If there are more than 5 PHAs within the CoC's geographic area, list the 5 largest PHAs. For each PHA, provide the percentage of new admissions that were homeless at the time of admission between July 1, 2015 and June 30, 2016 and indicate whether the PHA has a homeless admissions preference in its Public Housing and/or Housing Choice Voucher (HCV) program.

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program from 7/1/15 to 6/30/16 who were homeless at entry	PHA has General or Limited Homeless Preference
Lexington Housing Authority	41.00%	Yes-HCV

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

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

Lexington-Fayette County operates a $5 million local Affordable Housing Trust Fund that prioritizes projects targeting people experiencing homelessness. Started in 2014, the fund has supported creation or rehabilitation of 501 private units all of which are available permanent housing options. Local AHTF projects are required to participate in coordinated entry and prioritize homeless applicants. Hundreds of additional subsidized units are in development. Opportunities also include St. James Place apartments (108 SRO units for homeless men); Stonebridge Apartments (47 subsidized apartments specifically

for homeless clients); One Parent Scholar House (178 units for single parents returning to school – targets homeless); Hope Center and Chrysalis House offer several dozen non-CoC funded recovery beds in PH programs; and at least a dozen additional Low-Income Housing Tax Credit or other subsidized projects with intake preferences for people experiencing homelessness.

1C-6. Select the specific strategies implemented by the CoC to ensure that homelessness is not criminalized in the CoC's geographic area. Select all that apply.

Engaged/educated local policymakers:	X
Engaged/educated law enforcement:	X
Implemented communitywide plans:	X
No strategies have been implemented	
Other:(limit 1000 characters)	
Regular law enforcement meetings with advocates	X
Street Voice Council meetings w/ law enforcement	X

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

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

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

Foster Care:	X
Health Care:	X
Mental Health Care:	X
Correctional Facilities:	X
None:	

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

Foster Care:	X
Health Care:	X
Mental Health Care:	X
Correctional Facilities:	X
None:	

1D-2a. If the applicant did not check all boxes in 1D-2, explain why there is no coordination with the institution(s) that were not selected and explain how the CoC plans to coordinate with the institution(s) to ensure persons

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

Not Applicable.

1E. Centralized or Coordinated Assessment (Coordinated Entry)

Instructions:

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

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

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

People experiencing homelessness are assessed utilizing the VI-SPDAT at any provider using a “no wrong door” approach. Street outreach teams assess difficult to reach populations and United Way 211 call center staff conducts screening/intake to reach others. Lexington CoC members (including educational authorities, mental health/health care providers, housing providers) meet bi-weekly to review the resulting prioritized by-name entry list and house individuals. All CoC, ESG, and locally funded projects are required to participate. The CoC has adopted prioritization criteria to ensure that individuals and families with the longest history of homelessness and the most severe service needs are prioritized for PSH resources. The CoC is also implementing processes that will ensure individuals are “document ready” to maximize efficiency in housing placement. This includes hiring a housing navigator that will also work with landlords to ensure access to decent, safe and affordable housing.

1E-2. CoC Program and ESG Program funded projects are required to participate in the coordinated entry process, but there are many other organizations and individuals who may participate but are not required to do so. From the following list, for each type of organization or individual, select all of the applicable checkboxes that indicate how that organization or individual participates in the CoC's coordinated entry process. If there are other organizations or persons who participate but are not on this list,

enter the information in the blank text box, click "Save" at the bottom of the screen, and then select the applicable checkboxes.

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

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

Instructions

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

1F-1. For all renewal project applications submitted in the FY 2016 CoC Program Competition complete the chart below regarding the CoC's review of the Annual Performance Report(s).

How many renewal project applications were submitted in the FY 2016 CoC Program Competition?	8
How many of the renewal project applications are first time renewals for which the first operating year has not expired yet?	1
How many renewal project application APRs were reviewed by the CoC as part of the local CoC competition project review, ranking, and selection process for the FY 2016 CoC Program Competition?	7
Percentage of APRs submitted by renewing projects within the CoC that were reviewed by the CoC in the 2016 CoC Competition?	100.00%

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

Performance outcomes from APR reports/HMIS:	
% permanent housing exit destinations	X
% increases in income	X

Monitoring criteria:	
Utilization rates	X
Drawdown rates	X
Frequency or Amount of Funds Recaptured by HUD	X

Need for specialized population services:

Youth	X
Victims of Domestic Violence	X
Families with Children	X
Persons Experiencing Chronic Homelessness	X
Veterans	X

None:	

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

The CoC accounts for severity of needs by awarding 6 points to renewal projects serving 100% chronically homeless or 100% families in street or shelter. New projects are awarded 10 points for prioritizing veterans, chronically homeless, youth, and/or families with children. Additionally, renewal projects must demonstrate a housing first or low barrier model to receive another 10 points and new projects are awarded 16 points for following housing first. This process considers severity of need for vulnerable populations targeted by the CoC and prioritizes low barrier projects that do not consider income, current or past substance use, criminal records, behavioral/health challenges and more. Additionally, by requiring projects participate fully in coordinated entry, which uses the VI-SPDAT to prioritize based on acuity, the CoC ensures prioritization of vulnerable participants based on medical, mental health, victimization, and other factors.

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

The local instructions/Request for Proposals was posted September 18, 2016, on the Office of Homelessness Web site and e-mailed via listserv to 89 preregistered providers and stakeholders. A link to the RFP was again e-mailed by Office of Homelessness e-newsletter on October 1, 2016 to more than 300 recipients and shared on social media with more than 500 followers. Organizations with renewals or those who expressed interest in CoC funding throughout the year were also contacted individually, including several potential new applicants.

1F-4. On what date did the CoC and Collaborative Applicant publicly post all parts of the FY 2016 CoC Consolidated Application that included the final project application ranking? (Written documentation of the public posting, with the date of the posting clearly visible, must be attached. In addition, evidence of communicating decisions to the CoC's full membership must be attached).	08/26/2016
1F-5. Did the CoC use the reallocation process in the FY 2016 CoC Program Competition to reduce or reject projects for the creation of new projects? (If the CoC utilized the reallocation process, evidence of the public posting of the reallocation process must be attached.)	Yes
1F-5a. If the CoC rejected project application(s), on what date did the CoC and Collaborative Applicant notify those project applicants that their project application was rejected? (If project applications were rejected, a copy of the written notification to each project applicant must be attached.)	08/19/2016
1F-6. In the Annual Renewal Demand (ARD) is the CoC's FY 2016 CoC's FY 2016 Priority Listing equal to or less than the ARD on the final HUD-approved FY2016 GIW?	Yes

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

Instructions

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

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

The CoC reviews APRs (including timely submission), quarterly spendout reports and bi-monthly HMIS data quality reports. Information is presented bi-monthly at meetings of the CoC's Program Performance & Evaluation Committee with feedback provided to each project. The Office of Homelessness then provides needed technical assistance such as HMIS training, program design review, etc. This process expanded significantly in 2016 with the addition of a dedicated, locally funded full-time CoC Coordinator position in the Office of Homelessness. The Planning Project included with this application includes a detailed timeline for further deployment of an advanced monitoring and compliance tool to review performance of CoC and non-CoC funded programs including locally funded projects and ESG. The CoC works carefully with the HUD regional office to track timely submission of APRs and reviews spendout and monitoring reports in the project ranking process.

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

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

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

2A-1. Does the CoC have a Governance Charter that outlines the roles and responsibilities of the CoC and the HMIS Lead, either within the Charter itself or by reference to a separate document like an MOU/MOA? In all cases, the CoC's Governance Charter must be attached to receive credit, In addition, if applicable, any separate document, like an MOU/MOA, must also be attached to receive credit.	Yes
2A-1a. Include the page number where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document referenced in 2A-1. In addition, in the textbox indicate if the page number applies to the CoC's attached governance charter or attached MOU/MOA.	Pages 2, 3, 4, and 5 of the CoC-HMIS MoU attached outline roles and responsibilities.
2A-2. Does the CoC have a HMIS Policies and Procedures Manual? If yes, in order to receive credit the HMIS Policies and Procedures Manual must be attached to the CoC Application.	Yes
2A-3. Are there agreements in place that outline roles and responsibilities between the HMIS Lead and the Contributing HMIS Organization (CHOs)?	Yes
2A-4. What is the name of the HMIS software	ServicePoint

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

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

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

Instructions

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

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

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

2B-2.1 Funding Type: Federal - HUD

Funding Source	Funding
CoC	$0
ESG	$0
CDBG	$0
HOME	$0
HOPWA	$0
Federal - HUD - Total Amount	$0

2B-2.2 Funding Type: Other Federal

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

2B-2.3 Funding Type: State and Local

Funding Source	Funding

City	$40,708
County	$0
State	$0
State and Local - Total Amount	$40,708

2B-2.4 Funding Type: Private

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

2B-2.5 Funding Type: Other

Funding Source	Funding
Participation Fees	$14,500
Other - Total Amount	$14,500

2B-2.6 Total Budget for Operating Year	$55,208

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

Instructions:

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

2C-1. Enter the date the CoC submitted the 2016 HIC data in HDX, (mm/dd/yyyy): 04/18/2016

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

Project Type	Total Beds in 2016 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ESG) beds	525	25	375	75.00%
Safe Haven (SH) beds	2	0	2	100.00%
Transitional Housing (TH) beds	539	0	510	94.62%
Rapid Re-Housing (RRH) beds	147	0	147	100.00%
Permanent Supportive Housing (PSH) beds	429	0	174	40.56%
Other Permanent Housing (OPH) beds	324	0	75	23.15%

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

The CoC has made significant progress increasing bed coverage rates over the past year and has nearly met the threshold for Emergency Shelter. Unfortunately one very large faith based shelter remains outside HMIS and does not accept any public funding removing any carrot/stick approach. That shelter is relocating in fall 2016 to a new facility and has agreed to make space available for a third party to conduct HMIS intake. The CoC is going to fund this effort with local dollars in order to improve bed coverage. This will take ES to at or nearly 100% coverage. The CoC has also reached an agreement with one very large PH provider to begin utilizing HMIS which will take PH beds above the threshold. The CoC requires all projects receiving federal or local funding to utilize HMIS and several are in the process of training and project set up. This will take all categories above 85% by the end of 2016.

2C-3. If any of the project types listed in question 2C-2 above have a coverage rate below 85 percent, and some or all of these rates can be attributed to beds covered by one of the following program types, please indicate that here by selecting all that apply from the list below.

VA Grant per diem (VA GPD):	
VASH:	X
Faith-Based projects/Rescue mission:	X
Youth focused projects:	
Voucher beds (non-permanent housing):	
HOPWA projects:	
Not Applicable:	

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

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

Instructions:

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

2D-1. Indicate the percentage of unduplicated client records with null or missing values and the percentage of "Client Doesn't Know" or "Client Refused" within the last 10 days of January 2016.

Universal Data Element	Percentage Null or Missing	Percentage Client Doesn't Know or Refused
3.1 Name	0%	0%
3.2 Social Security Number	1%	2%
3.3 Date of birth	1%	0%
3.4 Race	1%	0%
3.5 Ethnicity	1%	0%
3.6 Gender	1%	0%
3.7 Veteran status	0%	0%
3.8 Disabling condition	2%	1%
3.9 Residence prior to project entry	2%	1%
3.10 Project Entry Date	0%	0%
3.11 Project Exit Date	0%	0%
3.12 Destination	8%	0%
3.15 Relationship to Head of Household	24%	0%
3.16 Client Location	1%	0%
3.17 Length of time on street, in an emergency shelter, or safe haven	18%	0%

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

CoC Annual Performance Report (APR):	X
ESG Consolidated Annual Performance and Evaluation Report (CAPER):	X
Annual Homeless Assessment Report (AHAR) table shells:	X

None	

2D-3. If you submitted the 2016 AHAR, how many AHAR tables (i.e., ES-ind, ES-family, etc) were accepted and used in the last AHAR? 1

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

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

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

VA Supportive Services for Veteran Families (SSVF):	X
VA Grant and Per Diem (GPD):	X
Runaway and Homeless Youth (RHY):	X
Projects for Assistance in Transition from Homelessness (PATH):	X
None:	

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

Not Applicable.

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

Instructions:

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

The data collected during the PIT count is vital for both CoC's and HUD. HUD needs accurate data to understand the context and nature of homelessness throughout the country, and to provide Congressand the Office of Management and Budget (OMB) with information regarding services provided, gaps in service, and performance. Accurate, high quality data is vital to inform Congress' funding decisions.

2E-1. Did the CoC approve the final sheltered PIT count methodology for the 2016 sheltered PIT count?	Yes
2E-2. Indicate the date of the most recent sheltered PIT count: (mm/dd/yyyy)	01/27/2016
2E-2a. If the CoC conducted the sheltered PIT count outside of the last 10 days of January 2016, was an exception granted by HUD?	Not Applicable
2E-3. Enter the date the CoC submitted the sheltered PIT count data in HDX: (mm/dd/yyyy)	04/15/2016

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

Instructions:

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

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

Complete Census Count:	X
Random sample and extrapolation:	
Non-random sample and extrapolation:	X

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

HMIS:	X
HMIS plus extrapolation:	
Interview of sheltered persons:	
Sample of PIT interviews plus extrapolation:	X

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

The sheltered count methodology required HMIS participating projects to submit an APR, a client list, and a literal “nose count.” CoC Collaborative Applicant (OHPI) staff compared all reports and assessed for reliability and validity of

client-level data. Once data quality in HMIS was determined to be sufficient, OHPI utilized the system wide CoC PIT report through HMIS, combined with the Non-HMIS participating providers' totals. Non-HMIS participating providers provided a "nose count;" client level surveys combined with an extrapolation; and a client list to ensure their data quality. This methodology was approved by the CoC Board after reviewing the PIT Methodology Guide which recommends using HMIS as the most efficient way to conduct the sheltered count. Utilizing HMIS for the sheltered count also encourages project participation and improved data quality, which will make HMIS a more useful tool for planning and reporting, which is a primary goal for this CoC.

2F-4. Describe any change in methodology from your sheltered PIT count in 2015 to 2016, including any change in sampling or extrapolation method, if applicable. Do not include information on changes to the implementation of your sheltered PIT count methodology (e.g., enhanced training or change in partners participating in the PIT count). (limit 1000 characters)

The new methodology the CoC used was a complete census and, for one non-HMIS participating program, a non-random sample and extrapolation. Of the nine emergency shelter programs in the Lexington CoC, three are non-HMIS participating. Data for two of the three non HMIS participating shelters were gathered using 100% client level surveys or complete census. Data for one of those three non-HMIS participating shelters were gathered by using client level surveys from any clients willing to take the survey and then using an extrapolation method to estimate totals of that entire shelter. This was determined to be a better methodology than previous years which used self-administered provider level surveys which meant no accountability or check on data quality at one non-HMIS participating shelter in particular.

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

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

The 2016 sheltered count provider coverage changed by excluding two projects and recategorizing two projects. There were two projects included in the 2015 PIT/ HIC that did not have homelessness as an eligibility requirement for program entry and were therefore excluded for 2016. There were also two projects in 2015 that were categorized inappropriately. One project in 2015 which was recorded as ES was changed in 2016 to PH because there is never an instance where someone actively works with clients on housing plans and clients are allowed to stay indefinitely. VA contract beds were categorized as TH in 2015 and changed to ES in 2016 per guidance from HUD TA providers.

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

Instructions:

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

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

Training:	X
Follow-up:	X
HMIS:	X
Non-HMIS de-duplication techniques:	X

2G-2. Describe any change to the way your CoC implemented its sheltered PIT count from 2015 to 2016 that would change data quality, including changes to training volunteers and inclusion of any partner agencies in the sheltered PIT count planning and implementation, if applicable. Do not include information on changes to actual sheltered PIT count methodology (e.g. change in sampling or extrapolation methods). (limit 1000 characters)

The CoC lead provided a sheltered count provider training and technical assistance for all providers in the CoC and multiple training options for volunteers to improve participation. Additionally, the CoC more heavily involved the local youth services provider (RHY funded) including co-hosting an outreach event the night of the count, providing food and entertainment, to ensure better reach to local youth populations. Finally, the CoC intentionally involved local VA staff members including the local facility director and multiple team members. This helped with identification and outreach specifically for the veteran population.

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

Instructions:

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

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

2H-1. Did the CoC approve the final unsheltered PIT count methodology for the most recent unsheltered PIT count?	Yes
2H-2. Indicate the date of the most recent unsheltered PIT count (mm/dd/yyyy):	01/27/2016
2H-2a. If the CoC conducted the unsheltered PIT count outside of the last 10 days of January 2016, or most recent count, was an exception granted by HUD?	Not Applicable
2H-3. Enter the date the CoC submitted the unsheltered PIT count data in HDX (mm/dd/yyyy):	04/15/2016

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

Instructions:

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

2I-1. Indicate the methods used to count unsheltered homeless persons during the 2016 or most recent PIT count:

Night of the count - complete census:	X
Night of the count - known locations:	X
Night of the count - random sample:	
Service-based count:	
HMIS:	

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

The CoC chose a complete census/known locations methodology because law enforcement, providers, outreach workers, and others collaborated for months to build a list of known locations and as a single county CoC it is feasible to cover this geography. CoC leadership had high confidence in this methodology to reach all unsheltered individuals by sending teams of enumerators, professional staff members, and navigators to more than 75 known sites while also having teams cover blanketed geographic areas with known sleeping locations. The CoC recruited more than 60 volunteers which provided enough teams to cover the entire geographic area. Areas visited were carefully managed by the PITC Coordinator who remained at a staging area where she marked off areas covered on a map and ensured no teams overlapped to prevent double counting. Teams were not allowed to deviate from assigned areas without the Coordinator’s permission. The blitz count was held from 10 p.m. to midnight.

2I-3. Describe any change in methodology from your unsheltered PIT count in 2015 (or 2014 if an unsheltered count was not conducted in 2015) to 2016, including any change in sampling or extrapolation method, if applicable. Do not include information on changes to implementation of your sheltered PIT count methodology (e.g., enhanced training or change in partners participating in the count).
(limit 1000 characters)

Not Applicable.

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

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

Not Applicable.

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

Instructions:

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

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

Training:	X
"Blitz" count:	X
Unique identifier:	
Survey questions:	X
Enumerator observation:	
None:	

2J-2. Describe any change to the way the CoC implemented the unsheltered PIT count from 2015 (or 2014 if an unsheltered count was not conducted in 2015) to 2016 that would affect data quality. This includes changes to training volunteers and inclusion of any partner agencies in the unsheltered PIT count planning and implementation, if applicable. Do not include information on changes in actual methodology (e.g. change in sampling or extrapolation method). (limit 1000 characters)

The implementation methodology of the 2016 unsheltered PIT count was essentially unchanged except for the specific locations canvassed which vary by year as the CoC improves identification of sites and individuals move. The number of volunteers for the 2016 PIT unsheltered count increased dramatically to 60 volunteers. As a result, training for the 2016 unsheltered PIT count included an intensive overview of the survey tool and a briefing on how to interact and approach people sleeping in unsheltered situations. The CoC lead also partnered with the local RHY funded youth shelter to conduct youth-

specific outreach to youth ages 18-24, and was able to represent that population in our count much more accurately than 2015.

3A. Continuum of Care (CoC) System Performance

Instructions

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

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

* 3A-1a. Change in PIT Counts of Sheltered and Unsheltered Homeless Persons
Using the table below, indicate the number of persons who were homeless at a Point-in-Time (PIT) based on the 2015 and 2016 PIT counts as recorded in the Homelessness Data Exchange (HDX).

	2015 PIT (for unsheltered count, most recent year conducted)	2016 PIT	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	1,258	1,064	-194
Emergency Shelter Total	653	536	-117
Safe Haven Total	0	0	0
Transitional Housing Total	566	507	-59
Total Sheltered Count	1,219	1,043	-176
Total Unsheltered Count	39	21	-18

3A-1b. Number of Sheltered Persons Homeless - HMIS.
Using HMIS data, enter the number of homeless persons who were served in a sheltered environment between October 1, 2014 and September 30, 2015 for each category provided.

	Between October 1, 2014 and September 30, 2015
Universe: Unduplicated Total sheltered homeless persons	3,757
Emergency Shelter Total	2,867
Safe Haven Total	0
Transitional Housing Total	1,165

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

Describe the CoC's efforts to reduce the number of individuals and families who become homeless for the first time. Specifically, describe what the CoC is doing to identify risk factors of becoming homeless.

(limit 1000 characters)

The CoC actively engages with the local regional mental hospital, three local hospitals, local jail, nearby prisons, local school district, Veterans Administration, and state Cabinet for Health and Family Services to identify and target populations at risk of becoming homeless. In separate, regularly scheduled meetings CoC representatives meet at least monthly with these groups to discuss trends, review data, and identify gaps. In 2016 the effort resulted in starting a locally funded emergency housing program to divert families from shelter to apartments and work with them on long-term stability. Also, this process led to the CoC prioritizing a RRH program for homeless ex-offenders in this year's Priority Listing. Each coordinated entry meeting includes time spent to discuss diversion needs and the CoC conducts ongoing data gathering and research to design best practice approaches to preventing homelessness among all subpopulations.

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

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

CoC staff members review weekly (via HMIS reports) the average length of stay at shelter and TH projects and highlight individuals with stays exceeding 30, 60, or 90 days. Those individuals are discussed specifically at coordinated entry which, while using the VI-SPDAT assessment, also prioritizes by length of time homeless. All locally funded emergency shelters and all ESG projects (some overlap) are required to report average length of stay quarterly and this is reviewed by the CoC's Program Performance & Review Committee. Projects must provide plans for reducing average length of stay. Over the past year the CoC has been collecting baseline data for length of time homeless and all local and CoC funding applications now require plans for reducing that time and evidence of progress. The CoC has reallocated two TH projects in this year's Priority Listing as a result of these length of stay reviews because these high barrier projects were not working to reduce length of time homeless.

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

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

3A-4a. Exits to Permanent Housing Destinations:
Fill in the chart to indicate the extent to which projects exit program participants into permanent housing (subsidized or non-subsidized) or the

retention of program participants in CoC Program-funded permanent supportive housing.

	Between October 1, 2014 and September 30, 2015
Universe: Persons in SSO, TH and PH-RRH who exited	620
Of the persons in the Universe above, how many of those exited to permanent destinations?	203
% Successful Exits	32.74%

3A-4b. Exit To or Retention Of Permanent Housing:
In the chart below, CoCs must indicate the number of persons who exited from any CoC funded permanent housing project, except rapid re-housing projects, to permanent housing destinations or retained their permanent housing between October 1, 2014 and September 31, 2015.

	Between October 1, 2014 and September 30, 2015
Universe: Persons in all PH projects except PH-RRH	208
Of the persons in the Universe above, indicate how many of those remained in applicable PH projects and how many of those exited to permanent destinations?	180
% Successful Retentions/Exits	86.54%

3A-5. Performance Measure: Returns to Homelessness: Describe the CoCs efforts to reduce the rate of individuals and families who return to homelessness. Specifically, describe strategies your CoC has implemented to identify and minimize returns to homelessness, and demonstrate the use of HMIS or a comparable database to monitor and record returns to homelessness.
(limit 1000 characters)

CoC system performance data show returns to homelessness of less than 4 percent at 6-12 months and 13-24 months. Return rates rise to 13.2 percent at 24 months. The CoC is seeking benchmark data from comparable and high performing communities to set CoC-wide performance targets for these and other measures. Returns to homelessness will be decreased by using data to track and address causes of these returns and develop a systemic response (including new programs and changes to existing programs) and individualized plans. The CoC is already using reallocation as a tool to address this issue, prioritizing project models that best prevent returns to homelessness and monitoring projects on this data point. The CoC is using its HMIS database to monitor and record returns and identify specific individuals and causes. Coordinated entry prioritization lists indicate whether an individual is returning to homelessness to ensure causes of the return are considered in devising a housing plan.

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

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

The CoC has required all CoC-funded organizations to maintain at least one SOAR-trained staff member and outline a plan for participant access to increased cash income from employment and non-employment non-cash sources. This includes incorporating project leverage and SOAR activity into local competition scoring. The CoC has built connections for CoC-funded and non-CoC-funded projects to local programs providing access to employment. The local government provides funding for Jubilee Jobs and Advance Lexington, both employment programs and placement services specializing in placing those with felonies, poor credit, and other employment barriers. Additionally, Opportunities for Work & Learning and Goodwill are CoC members who work to train and employ people with disabilities. A CoC committee reviews quarterly progress for individual projects (CoC and non-CoC funded) and for the system as a whole and this data drives ongoing planning for improved access to jobs and income growth.

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

100% of CoC-funded projects are connected to the KY Office of Vocational Rehabilitation and Bluegrass Area Development District (WIA/One Stop). The vocational rehabilitation office is within walking distance for most CoC projects. All eligible people experiencing homelessness pass through that office. Jubilee Jobs and Advance Lexington operate city-funded employment projects for people with barriers. Both organizations are CoC members and have accepted participants from all CoC-funded projects. Bluegrass ADD provides funding for youth job training and placement at a CoC provider (Community Action Council) and an ESG provider (city of Lexington). Partnerships with the local VA provide access to veterans resources and Lexington recently added a HVRP program. The Office of Homelessness also collaborates with the city’s Chief Development Officer and chamber of commerce to connect appropriate employers directly to CoC project participants and other homeless individuals and families.

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

Not applicable - No geographic areas were excluded from the CoC's unsheltered PIT count.

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

there were no unsheltered homeless people, including areas that are uninhabitable (e.g. disasters)?

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

Not applicable - No geographic areas were excluded from the most recent PIT count.

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

08/15/2016

3A-8a. If the CoC was unable to submit their System Performance Measures data to HUD via the HDX by the deadline, explain why and describe what specific steps they are taking to ensure they meet the next HDX submission deadline for System Performance Measures data.
(limit 1500 characters)

Not applicable. CoC was able to submit System Performance Measures data to HUD via the HDX by the deadline.

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

Objective 1: Ending Chronic Homelessness

Instructions:

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

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

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

3B-1.1. Compare the total number of chronically homeless persons, which includes persons in families, in the CoC as reported by the CoC for the 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

		2015 (for unsheltered count, most recent year conducted)	2016	Difference
Universe: Total PIT Count of sheltered and unsheltered chronically homeless persons		228	103	-125
Sheltered Count of chronically homeless persons		222	93	-129
Unsheltered Count of chronically homeless persons		6	10	4

3B-1.1a. Using the "Differences" calculated in question 3B-1.1 above, explain the reason(s) for any increase, or no change in the overall TOTAL number of chronically homeless persons in the CoC, as well as the change in the unsheltered count, as reported in the PIT count in 2016 compared to 2015.
(limit 1000 characters)

The total number of chronically homeless persons decreased significantly (55%) from 2015 to 2016 reflecting the CoC's prioritization of chronically homeless persons in coordinated entry and other elements of the local system including a locally funded Housing First initiative. The number of unsheltered chronically homeless persons increased marginally by 4 persons. This minor increase was likely due to improvements in the unsheltered count methodology which utilized a larger number of teams visiting a much larger number of sites in 2016 as compared to 2015. The decrease of 58% in sheltered chronically homeless persons, while exciting, at least partly reflects improved data collection and processes for identifying people who meet that definition. Therefore, the CoC believes the count in 2016 was able to reach more people and produce a more accurate count.

3B-1.2. Compare the total number of PSH beds (CoC Program and non-CoC Program funded) that were identified as dedicated for use by chronically homeless persons on the 2016 Housing Inventory Count, as compared to those identified on the 2015 Housing Inventory Count.

	2015	2016	Difference
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homelessness persons identified on the HIC.	0	137	137

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

The 2015 Housing Inventory Count was the final HIC conducted and submitted by the prior Collaborative Applicant. The organization responsible for collecting and submitting 2015 HIC data incorrectly reported on the 2015 HIC that the community had zero beds dedicated for use by chronically homeless persons. A more accurate 2015 HIC would have reflected the same number of beds dedicated for use by chronically homeless persons (137) in 2015 as in 2016. The data above should reflect no change. The CoC's 2016 local competition provided significant scoring advantages to projects serving 100% chronically homeless persons resulting in three new projects dedicated for use by that population. Future HICs should reflect a significant increase in those dedicated beds.

3B-1.3. Did the CoC adopt the Orders of Priority into their standards for all CoC Program funded PSH as described in Notice CPD-14-012: Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status? Yes

3B-1.3a. If "Yes" was selected for question 3B-1.3, attach a copy of the CoC's written standards or other evidence that clearly shows the incorporation of the Orders of Priority in Notice CPD 14-012 and indicate the page(s) for all documents where the Orders of Priority are found.	Page 12

3B-1.4. Is the CoC on track to meet the goal of ending chronic homelessness by 2017?	No

This question will not be scored.

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

The CoC is concerned about the community's ability to meet some of the specific benchmarks outlined by USICH and has had similar challenges with benchmarks in the Ending Veteran Homelessness Initiative including a near punitive approach to the mere existence of transitional housing. While the CoC has made significant progress toward ending chronic homelessness, the community lacks adequate available housing first resources to meet remaining need. In order to finish in 2017 Lexington would need additional housing first oriented units (some of which are included in this year's Priority Listing but won't be operational until at least late 2017). Also, a local culture of "housing readiness" over housing first still pervades at some organizations that serve specific subpopulations. Lexington would benefit from technical assistance for providers on the research behind and value of a housing first approach.

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

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

Instructions:

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

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

3B-2.1. What factors will the CoC use to prioritize households with children during the FY2016 Operating year? (Check all that apply).

Vulnerability to victimization:	X
Number of previous homeless episodes:	
Unsheltered homelessness:	X
Criminal History:	
Bad credit or rental history (including not having been a leaseholder):	
Head of household has mental/physical disabilities:	
VI-SPDAT for families	X
Length of time homeless	X
N/A:	

3B-2.2. Describe the CoC's strategies including concrete steps to rapidly rehouse every household with children within 30 days of those families becoming homeless.
(limit 1000 characters)

In 2016 the local government funded an emergency family housing program at Community Action Council to address an immediate gap in services for families experiencing homelessness. Staff members from this project collaborate with the CoC, coordinated entry meetings, local school district homeless liaison, shelters and other projects to quickly identify and rehouse households with children. The Council serves as a central point of coordination for rehousing of households with children. The project uses hotel rooms and master leased units, following a housing first approach, to immediate get or keep families off the streets. Beginning in fall 2016 (awaiting HUD contract) the same organization will add about 35 units of Rapid Rehousing to this initiative to skip sheltering steps and permanently rehouse households with children. The CoC is collecting data on length of time to housing in order to track progress toward the goal of rapidly rehousing all of these households within 30 days.

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

	2015	2016	Difference
RRH units available to serve families in the HIC:	67	147	80

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

CoC policies and procedures prohibit involuntary family separation:	
There is a method for clients to alert CoC when involuntarily separated:	X
CoC holds trainings on preventing involuntary family separation, at least once a year:	
Local fairness ordinance prohibits discrimination and is enforced by local Human Rights Commission.	X
None:	

3B-2.5. Compare the total number of homeless households with children in the CoC as reported by the CoC for the 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

PIT Count of Homelessness Among Households With Children

	2015 (for unsheltered count,		

	most recent year conducted)	2016	Difference
Universe: Total PIT Count of sheltered and unsheltered homeless households with children:	78	66	-12
Sheltered Count of homeless households with children:	78	66	-12
Unsheltered Count of homeless households with children:	0	0	0

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

The number of households with children decreased by 12 which is almost exactly the number served by a new locally funded emergency family housing initiative as of the date of the PIT count. This decline is expected to continue as a new CoC-funded Rapid Rehousing project targeting households with children comes online in fall 2016.

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

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

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

Diversion from institutions and decriminalization of youth actions that stem from being trafficked:	
Increase housing and service options for youth fleeing or attempting to flee trafficking:	X
Specific sampling methodology for enumerating and characterizing local youth trafficking:	
Cross systems strategies to quickly identify and prevent occurrences of youth trafficking:	X
Community awareness training concerning youth trafficking:	X

N/A:	

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

Vulnerability to victimization:	X
Length of time homeless:	X
Unsheltered homelessness:	X
Lack of access to family and community support networks:	X
VI-SPDAT	X
N/A:	

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

		FY 2014 (October 1, 2013 - September 30, 2014)	FY 2015 (October 1, 2014 - September 30, 2105)	Difference
Total number of unaccompanied youth served in HMIS contributing programs who were in an unsheltered situation prior to entry:		518	270	-248

3B-2.8a. If the number of unaccompanied youth and children, and youth-headed households with children served in any HMIS contributing program who were in an unsheltered situation prior to entry in FY 2015 is lower than FY 2014 explain why. (limit 1000 characters)

The Salvation Army, which locally operates an emergency shelter for single parents with children, withdrew from the local HMIS in December 2014 and did not return to the system until July 1, 2015. The withdrawal was the result of a dispute between the HMIS Lead and local Salvation Army leadership over data

security standards which was eventually resolved to both parties' satisfaction. Additionally, local provider Arbor Youth Services had a HHS Street Outreach grant in FY2014 that was not renewed and therefore not operating in FY2015. The Salvation Army data and ending of the Arbor Youth Services project account for about 250 children and youth which accounts for the difference above.

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

	Calendar Year 2016	Calendar Year 2017	Difference
Overall funding for youth homelessness dedicated projects (CoC Program and non-CoC Program funded):	$394,200.00	$589,508.00	$195,308.00
CoC Program funding for youth homelessness dedicated projects:	$0.00	$0.00	$0.00
Non-CoC funding for youth homelessness dedicated projects (e.g. RHY or other Federal, State and Local funding):	$394,200.00	$589,508.00	$195,308.00

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

Cross-Participation in Meetings	# Times
CoC meetings or planning events attended by LEA or SEA representatives:	12
LEA or SEA meetings or planning events (e.g. those about child welfare, juvenille justice or out of school time) attended by CoC representatives:	12
CoC meetings or planning events attended by youth housing and service providers (e.g. RHY providers):	12

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

Faith Thompson, the McKinney-Vento liaison for Fayette County Public Schools (the only district in the CoC) is a member of the CoC Board and Faith and members of her staff participate in all CoC meetings and committee meetings. This involvement, begun in late 2014, has fostered improved collaboration as the school district identifies families experiencing or at risk of homelessness and is able to connect them to resources in the community's system including CoC projects. Additionally, the Head Start grantee Community Action Council operates CoC projects and is active in all meetings providing assessment and referral for specific families but also engaging in systems planning for the community. The LEA, Head Start grantee, Arbor Youth Services, and The Salvation Army make up the core of Lexington's resources for families with children and youth. Through the CoC these entities come together at least monthly to review specific cases, evaluate progress, and plan for results.

3B-2.11. How does the CoC make sure that homeless individuals and families who become homeless are informed of their eligibility for and receive access to educational services? Include the policies and procedures that homeless service providers (CoC and ESG Programs) are required to follow.
(limit 2000 characters)

The CoC requires that all CoC- and ESG-funded providers collaborate with Fayette County Public Schools by reaching out to the office of the McKinney-Vento liaison upon enrollment of any new school age child/youth. For children ages 5 and younger all providers are required to make contact with Community Action Council, the local Head Start grantee, which prioritizes those families for Head Start/Early Head Start/Migrant Head Start services. Additionally, all CoC- and ESG-funded providers post information about their rights to educational services in an area clearly visible to project participants and provide detailed information regarding those rights at the time of enrollment. This information is developed in collaboration with the McKinney-Vento liaison and distributed by the Office of Homelessness (Collaboartive Applicant) to each CoC- and ESG-funded provider. The Office then reviews to ensure this information is available and being distributed during quarterly site visits. Conversely, the CoC works with the McKinney-Vento liaison to ensure information about all CoC- and ESG-funded projects is available in the school district's Family Resource and Youth Service Centers. These sites within each school are staffed with human services professionals who help families overcome barriers to success in education including access to housing, food, etc.

The CoC requires that all CoC- and ESG-funded (and locally funded) projects ensure that eligible children are enrolled in early childhood programs or in school and works through the McKinney-Vento liaison to connect them with appropriate educational resources. In addition, the Head Start grantee operates the CoC's emergency family housing initiative and The Salvation Army locally operates a highly rated on-site early childhood development center.

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

The CoC Collaborative Applicant (city of Lexington Office of Homelessness) provides direct funding to the local Head Start grantee Community Action Council to operate an emergency family housing initiative. The Head Start grantee serves as a lead and centralized coordinating agency for the CoC's response to homelessness among households with children. The CoC and Head Start grantee have a written funding agreement for this initiative. As part of the project, the Head Start grantee and CoC jointly convene other programs serving infants, toddlers and youth including the statewide grantee for the Child Care Assistance Program; Migrant Head Start; state-funded Early Start program; and dozens of private pre-K providers working in partnership with

Head Start. In addition, CoC staff members participate in strategic planning and other committees with the local school district (Early Start) and the Head Start grantee.

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

Objective 3: Ending Veterans Homelessness

Instructions:

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

Opening Doors outlines the goal of ending Veteran homelessness by the end of 2016. The following questions focus on the various strategies that will aid communities in meeting this goal.

3B-3.1. Compare the total number of homeless Veterans in the CoC as reported by the CoC for the 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

	2015 (for unsheltered count, most recent year conducted)	2016	Difference
Universe: Total PIT count of sheltered and unsheltered homeless veterans:	167	157	-10
Sheltered count of homeless veterans:	166	155	-11
Unsheltered count of homeless veterans:	1	2	1

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

The total number of homeless veterans decreased in the CoC as reported in the 2016 PIT count. This number has declined even further since the PIT count was conducted as the community began using a by-name prioritization list to house specific veterans. Many of the homeless veterans that remain in the CoC are housed in one of three large VA Grant Per Diem programs and VA contract beds and the CoC's Ending Veteran Homelessness Committee is working alongside the VA and contracted providers to improve connections to permanent housing in those programs and reduce the length of time homeless.

**3B-3.2. Describe how the CoC identifies, assesses, and refers homeless veterans who are eligible for Veterean's Affairs services and housing to appropriate reources such as HUD-VASH and SSVF.
(limit 1000 characters)**

Outreach staff from the VA, a locally funded street outreach project, and emergency shelters identify and assess veterans utilizing the VI-SPDAT to place them on the community's veterans prioritization list. CoC staff members then communicate with a local VA liaison to assess the veteran's eligibility for VA services. A veteran-specific coordinated entry meeting takes place twice monthly and participants include VA and the local Housing Authority (VASH and other programs); Volunteers of America (SSVF); CoC- and ESG-funded programs; local GPD contractors; and some landlords and non-CoC-funded permanent housing providers. These meetings provide access for veterans to permanent housing but also foster collaboration with the local VAMC staff members who attend and openly discuss eligibility for services and help with accessing those opportunities. The local VoA has also recently added a HVRP project to the services available in these meetings.

3B-3.3. Compare the total number of homeless Veterans in the CoC and the total number of unsheltered homeless Veterans in the CoC, as reported by the CoC for the 2016 PIT Count compared to the 2010 PIT Count (or 2009 if an unsheltered count was not conducted in 2010).

	2010 (or 2009 if an unsheltered count was not conducted in 2010)	2016	% Difference
Total PIT Count of sheltered and unsheltered homeless veterans:	135	157	16.30%
Unsheltered Count of homeless veterans:	13	2	-84.62%

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

This question will not be scored.

**3B-3.4a. If "Yes", what are the strategies being used to maximize your current resources to meet this goal? If "No" what resources or technical assistance would help you reach the goal of ending Veteran homelessness by the end of 2016?
(limit 1000 characters)**

The Lexington-Fayette County CoC believes it has achieved functional zero and is working with the USICH to clear a couple of concerns found in the local application for this status. This includes an abundance of Grant Per Diem beds in the community which often operate from a "housing readiness" posture instead of "housing first." The community would benefit from support from the

VA and USICH to retrain local VAMC staff and their GPD contractors on housing first expectations and how the concept can be applied using GPD as bridge housing. Additionally, the local housing authority is a “Moving to Work” agency and has the highest minimum rents in the United States. The CoC is working with the local HUD field office and the housing authority to address this issue for income clients who are homeless but some barriers, including cost to the housing authority, remain. We believe that with proper support this CoC can reach the goal of ending veteran homelessness.

4A. Accessing Mainstream Benefits

Instructions:

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

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

4A-2. Based on the CoC's FY 2016 new and renewal project applications, what percentage of projects have demonstrated they are assisting project participants to obtain mainstream benefits? This includes all of the following within each project: transportation assistance, use of a single application, annual follow-ups with participants, and SOAR-trained staff technical assistance to obtain SSI/SSDI?

FY 2016 Assistance with Mainstream Benefits

Total number of project applications in the FY 2016 competition (new and renewal):	10
Total number of renewal and new project applications that demonstrate assistance to project participants to obtain mainstream benefits (i.e. In a Renewal Project Application, "Yes" is selected for Questions 2a, 2b and 2c on Screen 4A. In a New Project Application, "Yes" is selected for Questions 5a, 5b, 5c, 6, and 6a on Screen 4A).	5
Percentage of renewal and new project applications in the FY 2016 competition that have demonstrated assistance to project participants to obtain mainstream benefits:	50%

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

Kentucky operates among the most successful implementations of the Affordable Care Act and the state Cabinet for Health and Family Resources has deployed hundreds of mobile Kynectors who use laptops at jails, shelters, housing programs, outreach events, etc., to directly enroll people in health insurance. CoC provider Community Action Council employs 5 full-time Kynectors in Lexington who last year enrolled 1,294 households. Additionally, all of the Managed Care Organizations represented in Lexington are CoC members and participate in meetings and CoC outreach activities. In 2016 CoC

connections resulted in a local FQHC, Bluegrass Community Health Center, opening a full-time clinic inside the New Life Day Center. That clinic has seen 197 people in 417 patient encounters since opening in October 2015 and plans to expand. The clinic has treated hypertension, diabetes, oral health, mental health and serves as a medical home for hundreds of people.

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

Educational materials:	X
In-Person Trainings:	X
Transportation to medical appointments:	X
Kentucky's Kynector insurance enrollment/education network	X
Not Applicable or None:	

4B. Additional Policies

Instructions:

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

4B-1. Based on the CoCs FY 2016 new and renewal project applications, what percentage of Permanent Housing (PSH and RRH), Transitional Housing (TH), and SSO (non-Coordinated Entry) projects in the CoC are low barrier?

FY 2016 Low Barrier Designation

Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO project applications in the FY 2016 competition (new and renewal):	10
Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications that selected "low barrier" in the FY 2016 competition:	6
Percentage of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications in the FY 2016 competition that will be designated as "low barrier":	60%

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

FY 2016 Projects Housing First Designation

Total number of PSH, RRH, non-Coordinated Entry SSO, and TH project applications in the FY 2016 competition (new and renewal):	10
Total number of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications that selected Housing First in the FY 2016 competition:	6
Percentage of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications in the FY 2016 competition that will be designated as Housing First:	60%

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

Direct outreach and marketing:	X

Use of phone or internet-based services like 211:	X
Marketing in languages commonly spoken in the community:	
Making physical and virtual locations accessible to those with disabilities:	X
Participation in "Street Voice Council" meetings - local council of homeless individuals	X
Not applicable:	

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

	2015	2016	Difference
RRH units available to serve all populations in the HIC:	67	147	80

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

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

Not Applicable.

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

4B-7a. If "Yes", to question 4B-7, describe how the use of grant funds to serve such persons is of equal or greater priority than serving persons

defined as homeless in accordance with 24 CFR 578.89. Description must include whether or not this is listed as a priority in the Consolidated Plan(s) and its CoC strategic plan goals. CoCs must attach the list of projects that would be serving this population (up to 10 percent of CoC total award) and the applicable portions of the Consolidated Plan.
(limit 2500 characters)

Not Applicable.

4B-8. Has the project been affected by a major disaster, as declared by the President Obama under Title IV of the Robert T. Stafford Disaster Relief and Emergency Assistanct Act, as amended (Public Law 93-288) in the 12 months prior to the opening of the FY 2016 CoC Program Competition?	No

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

Not Applicable.

4B-9. Did the CoC or any of its CoC program recipients/subrecipients request technical assistance from HUD since the submission of the FY 2015 application? This response does not affect the scoring of this application.	Yes

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

This response does not affect the scoring of this application.

CoC Governance:	
CoC Systems Performance Measurement:	
Coordinated Entry:	X
Data reporting and data analysis:	X
HMIS:	X

Homeless subpopulations targeted by Opening Doors: veterans, chronic, children and families, and unaccompanied youth:	☐
Maximizing the use of mainstream resources:	☐
Retooling transitional housing:	☐
Rapid re-housing:	☐
Under-performing program recipient, subrecipient or project:	☐
	☐
Not applicable:	☐

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

Type of Technical Assistance Received	Date Received	Rate the Value of the Technical Assistance
Coordinated Entry	04/01/2016	4
Data reporting and data analysis	02/15/2016	4
HMIS	04/01/2016	4

4C. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
01. 2016 CoC Consolidated Application: Evidence of the CoC's communication to rejected participants	Yes	Evidence of commu...	08/23/2016
02. 2016 CoC Consolidated Application: Public Posting Evidence	Yes	KY-502 Evidence o...	08/26/2016
03. CoC Rating and Review Procedure (e.g. RFP)	Yes	KY-502 Lexington-...	08/19/2016
04. CoC's Rating and Review Procedure: Public Posting Evidence	Yes	Rating and Review...	08/23/2016
05. CoCs Process for Reallocating	Yes	CoCs Process for ...	08/23/2016
06. CoC's Governance Charter	Yes	KY-502 Lexington-...	08/19/2016
07. HMIS Policy and Procedures Manual	Yes	KY-502 HMIS Polic...	08/22/2016
08. Applicable Sections of Con Plan to Serving Persons Defined as Homeless Under Other Fed Statutes	No		
09. PHA Administration Plan (Applicable Section(s) Only)	Yes	Applicable Sectio...	08/25/2016
10. CoC-HMIS MOU (if referenced in the CoC's Goverance Charter)	No	KY-502 Lexington-...	08/19/2016
11. CoC Written Standards for Order of Priority	No	KY-502 CoC Writte...	08/22/2016
12. Project List to Serve Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
13. HDX-system Performance Measures	Yes	KY-502 Lexington-...	08/23/2016
14. Other	No		
15. Other	No		

Attachment Details

Document Description: Evidence of communication to rejected participants

Attachment Details

Document Description: KY-502 Evidence of Public Posting and Communication with CoC

Attachment Details

Document Description: KY-502 Lexington-Fayette CoC Rating and Review Procedure

Attachment Details

Document Description: Rating and Review Procedure Public Posting Evidence

Attachment Details

Document Description: CoCs Process for Reallocating

Attachment Details

Document Description: KY-502 Lexington-Fayette CoC Governance Charter

Attachment Details

Document Description: KY-502 HMIS Policies and Procedures Manual

Attachment Details

Document Description:

Attachment Details

Document Description: Applicable Sections of PHA Admin Plan

Attachment Details

Document Description: KY-502 Lexington-Fayette CoC-HMIS MOU

Attachment Details

Document Description: KY-502 CoC Written Standards for Order of Priority

Attachment Details

Document Description:

Attachment Details

Document Description: KY-502 Lexington-Fayette HDX System Performance Measures

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	08/12/2016
1B. CoC Engagement	08/12/2016
1C. Coordination	09/06/2016

1D. CoC Discharge Planning	08/12/2016
1E. Coordinated Assessment	09/01/2016
1F. Project Review	09/06/2016
1G. Addressing Project Capacity	08/12/2016
2A. HMIS Implementation	08/19/2016
2B. HMIS Funding Sources	08/15/2016
2C. HMIS Beds	09/06/2016
2D. HMIS Data Quality	08/19/2016
2E. Sheltered PIT	09/06/2016
2F. Sheltered Data - Methods	08/15/2016
2G. Sheltered Data - Quality	08/15/2016
2H. Unsheltered PIT	09/06/2016
2I. Unsheltered Data - Methods	08/15/2016
2J. Unsheltered Data - Quality	08/15/2016
3A. System Performance	08/22/2016
3B. Objective 1	08/22/2016
3B. Objective 2	08/22/2016
3B. Objective 3	08/23/2016
4A. Benefits	08/25/2016
4B. Additional Policies	09/06/2016
4C. Attachments	08/26/2016
Submission Summary	No Input Required

MAYOR JIM GRAY

LEXINGTON

CHARLIE LANTER
DIRECTOR
HOMELESSNESS PREVENTION & INTERVENTION

August 19, 2016

Jeff Crook
Hope Center
360 W. Loudon Avenue
Lexington, KY 40508

Dear Jeff,

Thank you for submitting an application for federal FY16 Continuum of Care homelessness funding for the Hope Center Transitional Housing Program. We appreciate your organization's contributions to prevent and reduce homelessness through this and other projects.

Following the process adopted by our local Continuum of Care Board, the Program Performance & Evaluation Committee met on August 17 and reviewed all funding applications and assigned scores and rankings. The final project rankings, as they will be submitted in our community's CoC application, are enclosed. Unfortunately the Hope Center Transitional Housing Program was not selected for funding this year as this project ranked 10th of 11 scored projects following the local scoring and prioritization process and the CoC did not have enough funding available to include all applications submitted.

We understand the significant impact anytime funding is not renewed for a longtime project and stand ready to offer any assistance available within the scope of our office. Project applicants whose project was rejected may appeal the local CoC competition decision to HUD if the project applicant believes it was denied the opportunity to participate in the local CoC planning process in a reasonable manner by submitting a Solo Application in e-Snaps directly to HUD prior to the application deadline of 7:59:59 p.m. eastern time on September 14, 2016. You will need to include a copy of this letter as evidence of project rejection.

Thank you again for your application and we look forward to continuing to work with you on other projects.

Sincerely,

Charlie Lanter

101 East Vine St. Lexington, KY 40507 / 859 258 3105 Phone / 859 258 3127 Fax / lexingtonky.gov

MAYOR JIM GRAY

LEXINGTON

CHARLIE LANTER
DIRECTOR
HOMELESSNESS PREVENTION & INTERVENTION

August 19, 2016

Lisa Minton, Executive Director
Chrysalis House
1589 Hill Rise Drive
Lexington, KY 40504

Dear Lisa,

Thank you for submitting an application for federal FY16 Continuum of Care homelessness funding for the Chrysalis Family Program. We appreciate your organization's contributions to prevent and reduce homelessness through this and other projects.

Following the process adopted by our local Continuum of Care Board, the Program Performance & Evaluation Committee met on August 17 and reviewed all funding applications and assigned scores and rankings. The final project rankings, as they will be submitted in our community's CoC application, are enclosed. Unfortunately the Chrysalis Family Program was not selected for funding this year as this project ranked 11th of 11 scored projects following the local scoring and prioritization process and the CoC did not have enough funding available to include all applications submitted.

We understand the significant impact anytime funding is not renewed for a longtime project and stand ready to offer any assistance available within the scope of our office. Project applicants whose project was rejected may appeal the local CoC competition decision to HUD if the project applicant believes it was denied the opportunity to participate in the local CoC planning process in a reasonable manner by submitting a Solo Application in *e-snaps* directly to HUD prior to the application deadline of 7:59:59 p.m. eastern time on September 14, 2016. You will need to include a copy of this letter as evidence of project rejection.

Thank you again for your application and we look forward to continuing to work with you on other projects.

Sincerely,

Charlie Lanter

101 East Vine St. Lexington, KY 40507 / 859 258 3105 Phone / 859 258 3127 Fax / lexingtonky.gov

MAYOR JIM GRAY

LEXINGTON

CHARLIE LANTER
DIRECTOR
HOMELESSNESS PREVENTION & INTERVENTION

August 19, 2016

Malcolm Ratchford
Executive Director
Community Action Council
P.O. Box 11610
Lexington, KY 40576

Dear Malcolm,

This letter is to formally confirm your organization's decision not to renew the Lexington/Fayette Samaritan Project in the amount of $60,170 for the FY2016 Continuum of Care homelessness funding cycle. We appreciate your providing advance notice of this decision and the CoC's Planning & Evaluation Committee has reallocated those funds to another project.

Our office is happy to assist you in meeting Community Action Council's obligation to find permanent housing solutions for everyone currently enrolled in your project as it comes to an end. You or your staff members may contact me or any of our local organizations as you begin those efforts.

Please thank your team for their operation of this project over the years and for all that you do to help us prevent and reduce homelessness in Lexington. I have enclosed the final Lexington-Fayette County Continuum of Care project ranking for your information.

Sincerely,

Charlie Lanter
Director
Office of Homelessness Prevention and Intervention
E-mail: clanter@lexingtonky.gov

Following Enclosures Same for all 3 Letters.

FY16 Lexington-Fayette Continuum of Care Final Project Prioirty Listing

TIER ONE

Project	Organization	Project Type	New/Renewal	Score	Amount
Project Independence	Community Action Council	RRH	First Time Renewal	N/A	$ 333,223
HC Housing First Program	Hope Center	PH	New	98	$ 77,198
NB Housing First Program	New Beginnings Bluegrass	PH	New	84	$ 172,532
HC Mental Health Program	Hope Center	PH	New	77	$ 256,994
BG Continuum of Care	Bluegrass.org	PH	Renewal	74	$ 173,811
LHA Continuum of Care	Lexington Housing Authority	PH	Renewal	70	$ 188,099
RRH for Homeless Ex-Offenders	Lexington Rescue Mission	RRH	New	67	$ 100,000
Scattered Site Program	Chrysalis House	PH	Renewal	64	$ 93,475
Permanent Housing Bonus	Chrysalis House	PH	Renewal	64	$ 40,557
				Tier One Total	$ 1,435,889

TIER TWO

Permanent Housing Bonus	Chyrsalis House	PH	Renewal	64	$ 19,528
Shepherd's Place	Hope Center	PH	Renewal	62	$ 165,748
				Tier Two Total	$ 185,276

NOT FUNDED

Shepherd's Place (PARTIAL)	Hope Center	PH	Renewal	62	$ 3,304
Transitional Housing Program	Hope Center	TH	Renewal	50	$ 256,994
Family Program	Chrysalis House	TH	Renewal	50	$ 209,058
Samaritan Program	Community Action Council	PH	Renewal - NOT SUBMITTED	N/A	$ 60,170
				Reallocated Applications Total	$ 529,526

Lexington-Fayette County ARD	$ 1,543,967
Lexington-Fayette County ARD at 93% (Tier One Availability)	$ 1,435,889
Lexington Fayette County Tier Two Availability	$ 185,276

Project Scores

Renewal Projects	Program Type (10 Points)	Population Served (6 Points)	Participates in CoC (3 points)	Participates in CE (10 points)	Housing First/Low Barrier (10 Points)	Mainstream Resources (5 points)	Housing Stability (8 points)	Employment Income (8 points)	Returns to Homelessness (8 points)	Leverage (10 points)	HMIS Data Quality (10 points)	Expended Grant Funds (7 points)	Monitoring Reports (5 points)	Total Score
Community Action Council Project Independence RRH														1st Time Renewal
Bluegrass.org PH	10	6	3	10	10	5	8	4	8	3	5	0	2	74
Lexington HA - CoC PH	10	0	0	10	10	5	8	0	8	0	10	7	2	70
Hope Center Shepherd's Place PH	10	0	3	0	0	5	8	8	8	0	10	7	5	64
Chrysalis Scattered Site Apts PH	10	0	3	0	0	5	8	8	8	3	10	7	2	64
Chrysalis House PH Bonus	10	0	3	0	0	5	8	8	8	3	8	7	2	62
Hope Center TH	5	0	3	0	0	5	4	8	8	0	5	7	5	50
Chrysalis Family Program TH	5	0	3	0	0	5	4	8	8	0	8	7	2	50

New Projects	Housing First (16 points)	Mainstream Resources (7 points)	Participates in CE (10 points)	Priority populations (10 points)	Experience (8 points)	Organization/ Management (6 points)	Participation in CoC (3 points)	External Coordination (6 points)	Leverage (5 points)	Audit (5 points)	HMIS Experience (10 points)	Schedule & Management Plan (8 points)	Policies & Procedures (6 points)	Total Score
Hope Center Housing First	16	7	10	10	8	6	3	6	5	5	8	8	6	98
Hope Center Mental Health	0	7	10	10	8	6	3	6	0	5	8	8	6	77
New Beginnings Housing First Program	16	7	5	10	8	6	0	6	5	5	10	0	6	84
Lexington Rescue Mission Reentry RRH	16	7	5	0	4	6	1	6	5	5	0	6	6	67

CoC Attendance/Participation

Applicant	8/12/2015	11/11/2015	1/13/2016	3/9/2016	5/11/2016	% Attendance
Bluegrass.org	X	X	X	X	X	100%
Hope Center	X	X	X	X	X	100%
Chrysalis House	X	X	X	X	X	100%
Housing Authority		X	X			40%
Community Action	X	X	X	X	X	100%
Lexington Rescue Mission	X		X	X	X	80%
New Beginnings		X		X	X	60%

Spendout

Spendout	Total Award	Total Expended	% Expended	Project Close Date
Bluegrass.org	$ 171,478	$ 115,484	67.3%	3/31/2016
Chrysalis Family Program	$ 209,058	$ 209,058	100.0%	6/30/2016
Hope Center TH	$ 256,994	$ 256,994	100.0%	6/30/2016
Community Action Samaritan	$ 54,367	$ 54,367	100.0%	9/30/2015
Chrysalis House PH Bonus	$ 56,149	$ 56,149	100.0%	9/30/2015
Hope Center Shepherd's Place	$ 167,307	$ 167,307	100.0%	6/30/2016
Lexington HA - CoC PH	$ 182,891	$ 182,891	100.0%	6/30/2016
Chrysalis Scattered Site Apts	$ 91,464	$ 91,464	100.0%	4/30/2016

Match/Leverage

Project	Match/Leverage Amount (documented by letter only)	HUD Request	% Match/Leverage
Chrysalis Family	$ 63,500	$ 209,058	30%
Chrysalis PH Bonus	$ 60,097	$ 60,085	100%
Chrysalis Scattered Site	$ 98,475	$ 93,475	105%
Bluegrass.org	$ 196,471	$ 173,811	113%
Lexington Housing Authority	$ 123,000	$ 188,099	65%
Hope Center TH	$ 67,165	$ 256,994	26%
Hope Center Shepherd's Place	$ 43,000	$ 169,052	25%
Lexington Rescue Mission	$ 257,243	$ 100,000	257%
New Beginnings HF	$ 335,932	$ 172,532	195%
Hope Center Housing First	$ 250,000	$ 75,000	333%
Hope Center Mental Health	$ 58,408	$ 256,994	23%

Evidence of Public Posting

Information for partners

https://www.lexingtonky.gov/information-partners-and-stakeholders

Apps Bookmarks Small Business Ideas Lexington, Kentucky(I Lexington, KY local n Facebook ServicePoint Amazon Cloud Drive Jail Website Other bookmarks

Information for partners and stakeholders

Information for those who are partnering with the Office of Homelessness Prevention and Intervention.

Lexington-Fayette County Continuum of Care

OHPI is the collaborative applicant and lead organization for the city's Continuum of Care. The CoC refers to OHPI's entire network of providers and this role specifically applies to federal homeless funds awarded each year by the U.S. Department of Housing and Urban Development. The Lexington CoC is the planning body in our community that coordinates the policies, strategies and activities to prevent and reduce homelessness.

In order to seek funding and vote on matters put before the CoC, individuals and organizations must become members. Membership is free and highly encouraged for any organization working in the field of homelessness.

Applications are available below and should be sent to Jennifer Oberlin. For questions call (859) 258-3136 or email

Additionally, OHPI coordinates an annual application process for organizations seeking federal CoC homelessness funding through HUD. Documents associated with that process, including the community's most recent application are available.

Lexington-Fayette CoC Application

Supplemental Application for New Projects

Supplemental Application for Renewal Projects

FINAL 2016 Lexington CoC Project Priority Ranking

FY2016 Consolidated Application

FY2016 Lexington-Fayette CoC Priority Listing

Permanent housing for the homeless

(OneDoor Lexington coordinated entry)

Coordinated entry is the process by which all people experiencing homelessness in Lexington are assessed

Contact

Office of Homelessness Prevention and Intervention
101 E. Vine St.
Lexington, KY

Hours:
Monday – Friday: 8 a.m – 5 p.m

Email us

(859) 258-3105

Fax: (859) 258-3194

Lexington Homelessness Prevention and Intervention

LexKyHomelesss

FEEDBACK

8:59 AM
8/26/2016

Charlie Lanter

From: Charlie Lanter
Sent: Friday, August 26, 2016 11:51 AM
To: Charlie Lanter
Subject: Lexington-Fayette FY2016 Continuum of Care HUD Homelessness Funding

Continuum of Care Members and Lexington Homelessness Providers and Stakeholders,

The Lexington-Fayette County FY2016 Continuum of Care Application and Priority Listing for homelessness funding from the U.S. Department of Housing and Urban Development have been completed and posted online by the Office of Homelessness Prevention & Intervention. Both documents, along with additional information regarding the CoC Application, Final Project Priority Ranking, and Local Process, have been posted online at this link: https://www.lexingtonky.gov/information-partners-and-stakeholders. You may also access the page by visiting www.lexingtonky.gov/homelessness and clicking on the Information for Partners and Stakeholders link or may request pdf copies by contacting me at clanter@lexingtonky.gov.

All new and renewal applications were reviewed by the Office and scoring and ranking have been completed and approved by the Homelessness Prevention & Intervention Board's (and CoC Board's) Program Performance & Evaluation Committee, per the process adopted earlier this year by the CoC. Four new projects were funded this year including a Permanent Housing Bonus project and three new projects created through reallocation of $529,526 from previous projects. The application will also include a Planning Project to support the work of this Office in expanding coordinated entry and other systemic operations.

Thank you to everyone who submitted applications and supported this effort in other ways. We look forward to a response from HUD regarding our community's application and will work together in other ways in the coming months to strengthen our local system and improve performance for future years. As a reminder, the Homelessness Prevention & Intervention Board meets next at 1:30 p.m. one Wednesday, September 14, in the first floor conference room at 1055 Industry Road and all are welcome to attend and participate.

Thanks again,

Charlie Lanter
Director
Office of Homelessness Prevention and Intervention
Lexington-Fayette Urban County Government
101 E. Vine Street, Suite 175
Lexington, KY 40507
Phone: (859) 258-3105
E-mail: clanter@lexingtonky.gov

Lexington-Fayette County Continuum of Care
CoC Application Ranking and Selection Process 2016

The US Department of Housing and Urban Development (HUD) released the Continuum of Care (COC) FY2016 Notice of Funding Availability (NOFA) on June 29, 2016. The NOFA is available at https://www.hudexchange.info/resource/5068/fy-2016-coc-program-nofa/.

The LFUCG Office of Homelessness Prevention & Intervention on behalf of the Lexington-Fayette County CoC will submit a **collaborative application** to HUD for competition funds no later than **September 14, 2016**. The application may include three types of individual project applications:

1. Grantees with current projects (FY15) seeking **renewal** of those same projects;
2. **New project applications** from current grantees **OR** new applicants to be awarded through reallocation of funds; and
3. One or more applicants' proposals for new **Permanent Housing Bonus** projects totaling an amount up to 5 percent of the Lexington-Fayette CoC's Final Pro Rata Need. This is an amount equal to approximately $74,218 subject to confirmation by HUD.

The application will also include a proposal for the CoC to receive a one year **Planning** grant, for an amount to be determined by HUD.

NEW THIS YEAR – ***Any eligible organization may submit an application for an eligible new project that will be scored and ranked alongside eligible renewal projects.*** Any eligible new projects scoring higher than renewal applications may result in funding being reallocated in whole or in part from those lower ranking renewals to the higher ranking new project, subject to the discretion of the review committee. Rankings and reallocated amounts will be recommended following the local application process described below. Applicants may be asked to revise budgets after submission to reflect final allocation decisions.

APPLICATION DEADLINE

All project applications must be submitted to the Lexington-Fayette CoC (KY-502) in HUD's electronic *esnaps* system no later than **5:00 p.m. on Wednesday, August 10, 2016**. This is necessary to ensure time for review and ranking of all proposals.

Review and scoring of applications will be completed by staff members from the LFUCG Office of Homelessness Prevention & Intervention and staff recommendations made to the LFUCG Homelessness Prevention & Intervention Board's Program Performance and Evaluation Committee. This committee consists of appointed HPI Board members and the LFUCG

Commissioner of Social Services (or his designee) none of whom may be employees, board members, volunteers or associated in any way with any of the applicants under consideration.

The Program Performance and Evaluation Committee will review submitted proposals according to criteria provided as part of the application process and will rank proposals in order according to scores. The committee will then consider overall CoC priorities and strategy to determine a final list of projects to be submitted to HUD and the amounts of funding to be requested for each project. **Applicants will be notified in writing no later than August 30, 2016,** of whether they will be included and the amount to be allocated for each project. The list of projects and recommended funding amounts shall be posted on the Web site of the LFUCG Office of Homelessness Prevention & Intervention on that date. Once notified, applicants may be required to make changes to the amounts requested to align with final scoring decisions and applicants agree by submitting an application that they will comply with such requests.

Preliminary Funding Amounts are as follows (subject to Confirmation from HUD):

Tier 1	$1,435,889
Tier 2	$108,078
Permanent Housing Bonus	$74,218

The final CoC Application will include applications in both Tier 1 and Tier 2 and the lowest ranking project in Tier 1 may be partially included in both tiers. Projects submitted to HUD in Tier 1 are expected to be funded. Tier 2 projects will be awarded funds based on the CoC 's FY2016 competitive score and the availability of HUD funds.

All applicants will need to log in to the HUD *esnaps* system to complete an application. **All applicants should carefully review the entire HUD Continuum of Care NOFA and CoC Interim Rule** to ensure project applications are complete and consistent with all applicable laws and regulations as well as HUD priorities. Incomplete or ineligible projects may not be submitted and/or can impact the entire community's competitiveness and access to funds for meeting our goals to prevent and reduce homelessness.

APPLICATION PROCESS FOR RENEWALS AND REALLOCATIONS

Renewal. Renewal applicants must create a renewal application file in *esnaps* for each existing project, fill in missing information, update existing information, and upload any required supporting documents. Renewal applicants must be submitted in *esnaps* no later than 5 p.m. on Wednesday, August 10. OHPI will conduct a completeness review and may return the application in *esnaps* for changes/corrections (please note this could affect the application's score). Once notified by OHPI that the application has been returned for correction, applicants must correct and re-submit the renewal application within the time frame requested.

New. New applicants may compete with renewal projects for existing funds in this competition and new applications are encouraged. Current grantees and new applicants may submit these types of applications but note that eligible new applications may be only for the following types of projects: 1) new permanent supportive housing where all beds will be dedicated for use by chronically homeless individuals and families, or 2) new rapid re-housing projects for homeless

individuals and families coming directly from the streets or emergency shelters, and include persons fleeing domestic violence situations and other persons meeting the criteria of paragraph (4) of the definition of homelessness. New applications must fall into either of those two categories. The applicant must create a new project application in *esnaps,* enter all application information, upload required supporting documents, and submit no later than 5 p.m. on Wednesday, August 10. OHPI will conduct a completeness review and may return the application in *esnaps* for changes/corrections (please note this could affect the application's score). Once notified by OHPI that the application has been returned for correction, applicants must correct and re-submit the new application within the time frame requested.

APPLICATION PROCESS FOR PERMANENT HOUSING BONUS

New applicants and existing grantees also may apply for a Permanent Housing Bonus project as described in the HUD NOFA. Applicants may submit applications for a Permanent Housing Bonus project to create permanent supportive housing that will exclusively serve chronically homeless individuals and families OR rapid re-housing projects for homeless individuals and families coming directly from the streets or emergency shelters, and include persons fleeing domestic violence situations and other persons meeting the criteria of paragraph (4) of the definition of homelessness. New projects must meet all project eligibility and threshold requirements outlined in the HUD Continuum of Care NOFA.

To apply for a Permanent Housing Bonus project each applicant must create a new project application in *esnaps,* enter all application information, upload required supporting documents and submit no later than 5 p.m. on Wednesday, August 10. OHPI will conduct a completeness review and may return the application in *esnaps* for changes/corrections (please note this could affect the application's score). Once notified by OHPI that the application has been returned for correction, applicants must correct and re-submit the new application within the time frame requested.

ESNAPS GUIDANCE AND TECHNICAL ASSISTANCE

Esnaps is available at www.esnaps.hud.gov. If you do not already have the ability to log in to *esnaps*, you may request guidance or technical assistance from Jennifer Oberlin, joberlin@lexingtonky.gov, or 859-258-3136.

SCORING, RANKING AND SELECTION

All complete, timely, and eligible applications will be scored by staff members from the Office of Homelessness using a scoring rubric attached to this announcement. Scores will help determine each project's rank in the CoC's application to HUD, and rank will be the primary determinant of placement into Tier 1 (which will likely be fully funded by HUD) and Tier 2 (which will only be funded if the CoC's score is high enough and if there are sufficient resources). Scores may also be used to reject applications or to reduce budgets for low-scoring projects and to reallocate funds from renewal projects to new projects.

The scoring rubric evaluates past performance and promotes certain best practices or practices that will improve our local response to homelessness and align our response with national policies and best practices. These include:

- Participation in OneDoor Lexington, the CoC's coordinated entry system;
- Use of a low barrier, housing first service model;
- Prioritizing beds for the chronically homeless;
- Significant leveraging of other resources; and
- Successful project management and outcomes.

The process for considering projects will include the following:

- A threshold requirement that submissions required in this announcement are complete and timely (failure to meet this requirement may result in project not being scored);
- Project scoring;
- Responses to requests for explanations or requests for more information from staff members and the Program Performance & Evaluation Committee; and
- [Possibly] Applicant interviews for new applicants.

Once the committee completes the scoring and ranking, the committee may consider the CoC's priorities, whether the initial scoring is likely to result in any critical service gaps, and strategy related to Tier cut offs and HUD's selection process, and may make adjustments to budgets and produce the final ranking of projects to be included in the CoC application. The Committee's rationale for any adjustments must be recorded and made public with the published rankings.

Project selections, rankings and tier allocations will be provided to proposers by written notice and published on the following website no later than **5 p.m. on August 30, 2016**: LFUCG Office of Homelessness Prevention & Intervention, www.lexingtonky.gov/homelessness

Applicants not selected by the CoC to be included in the CoC submission to HUD may appeal by submitting their *esnaps* Solo Application directly to HUD not later than **September 14, 2016 at 7:59:59 p.m**.

TIMELINE

July 13, 2016	**Adoption of local CoC application and ranking process by Homelessness Prevention & Intervention Board/CoC Board**
July 14, 2016	**Lexington-Fayette County CoC FY2015 Competition Opens following process adoption by CoC Board**
August 10, 2016 **5 p.m.**	**Deadline for Complete Application for Rating and Ranking** Complete applications include: **1. Completed, submitted project in Esnaps.** **2. Delivery of CoC Supplemental Application** to the LFUCG Office for Homelessness Prevention & Intervention, 101 E. Vine Street, Suite 175, Lexington. The CoC Supplemental Application

is a brief questionnaire and a list of required documents which must be submitted. The required documents are:

- Match/leverage commitment letters
- Minutes of Board of Directors meeting authorizing application for new or renewal funding;
- Current List of Board of Directors with identification of officers and terms;
- Certified Organization Audit/Financial Statements of most recent year: 1) Copy of OMB A-133 Audit (Required if $500,000 or more in aggregate Federal funds expended); or 2) Financial statements audited by a CPA (if not bound by the requirements of OMB A-133).

NEW PROJECT APPLICATIONS ONLY:

- Agency Articles of Incorporation ;
- Documentation of agency 501(c)(3) status;
- Agency Financial Management Policies and Procedures;
- Agency Procurement Policies and Procedures; and the following agency policies: Code of Conduct and Conflict of Interest; Drug-Free Workplace; Affirmatively Furthering Fair Housing; Reasonable Accommodation and Accessibility for Persons with Disabilities; Nondiscrimination and Equal Employment; and Confidentiality.

August 30, 2016
5 p.m.

Ranking and Selection Results posted on Office for Homelessness Prevention & Intervention Web site and sent to applicants in writing

September 14, 2016

CoC Application Submitted to HUD in *esnaps*
Any rejected applicants may submit *esnaps* Solo Application directly to HUD no later than September 14, 2016. The CoC Application may be submitted earlier if complete.

SCORING FOR RENEWAL APPLICATIONS FOR FY2016 COC PROGRAM COMPETITION Total points available = 100		
PROGRAM 44 points *Source:* Project application	Program Type (up to 10 points)	Permanent Supportive Housing; Rapid Re-Housing for homeless families – 10 points Transitional Housing for youth, people fleeing domestic violence, or people in substance abuse recovery (renewal projects only) – 5 points
	Population Served (up to 6 points)	If PSH: 100% Chronically Homeless – 6 points If RRH: 100 % Families in street or shelter – 6 points
	Participates in CoC (up to 3 points)	100% Attendance at HPI Board Mtgs – 3 points 80%-99% Attendance at HPI Board Mtgs – 1 points
	Participates in coordinated entry (up to 10 points)	Yes, conducts common assessment for all clients within appropriate time frame and/or project enrolls exclusively through coordinated entry meetings. – 10 points Yes, some use of common assessment and/or limited enrollment through coordinated entry meetings – 5 points (project must have enrolled at least one individual or family from coordinated entry list)
	Utilizes a Housing First model if Permanent Housing (up to 10 points)	The PH project does not require participation in any supportive services or have preconditions such as sobriety or a minimum income threshold. – 10 points
	Utilizes a low-barrier model if Transitional Housing (up to 10 points)	The TH project works quickly to move people into permanent housing, does not require participation in supportive services, and does not require preconditions for moving in such as sobriety or a minimum income threshold. – 10 points
	Demonstrated connection to mainstream service systems including SOAR trained staff members (up to 5 points)	Yes, at least one recently trained SOAR trained staff member – 5 points Yes, but no SOAR staff members or not recently trained – 3 points
PERFORMANCE MEASURES 24 points *Source:* HMIS Data and APR for period 7/1/2015 – 6/30/2016	Housing Stability (up to 8 points): PH: 80% or more remained in PH or exited to PH RRH/TH: 80% or more of exits are to PH	Scoring for each standard: FIRST YEAR RENEWALS RECEIVE MAXIMUM POINT VALUES DUE TO NO ACCESSIBLE DATA FOR EVALUATION. 8 pts. – Met or exceeded benchmark 4 pts. – Missed benchmark but provided a realistic plan for improvement of 10% or more over next year 0 pts. – Missed benchmark and no realistic plan for improvement
	Employment Income (up to 8 points): 30% or more of adults maintained or increased earned income	
	Returns to homelessness (up to 8 points): 10% or fewer of participants returned to homelessness within 2 years	
FINANCIAL 10 points *Source:* Leverage letters	Leverage (up to 10 points) – Letters must be provided to receive points	Documented leverage of 175% or more – 10 points Documented leverage of 150% to 174% - 6 points Documented leverage of 100% to 149% - 3 points

PROGRAM MANAGEMENT 22 points *Source:* HMIS Data Quality Report, HUD reports	HMIS data quality (up to 10 points)	HMIS Data Quality Report Grade: A – 10 points; B – 8 points; C – 5 points; D – 2 points; F – 0 points
	Most recently closed grant funds all expended (up to 7 points)	100% – 7 points 95%-99% - 5 points 90%-95% spend out – 3 points 85-90% spend out - 1 points
	Monitoring reports (up to 5 points)	No findings on most recent HUD monitoring – 5 points Findings on most recent HUD monitoring corrected and accepted – 2 points

SCORING FOR PROPOSED NEW AND PERMANENT HOUSING BONUS PROJECTS FOR FY2016 COC PROGRAM COMPETITION Total points available = 100		
PROGRAM 43 points *Source:* Project Application	Project follows a housing first model (16 points)	The project does not require participation in any supportive services or have preconditions such as sobriety or a minimum income threshold. – 16 points
	Demonstrated connection to mainstream service systems including SOAR trained staff members (up to 7 points)	Yes, at least one recently trained SOAR trained staff member – 7 points Yes, but no SOAR staff members or not recently trained – 3 points
	Participates in coordinated entry (up to 10 points)	Applicant organization already uses common assessment for all clients within appropriate time frame and/or enrolls exclusively through coordinated entry meetings. – 10 points Applicant demonstrates knowledge of common assessment and has participated in coordinated entry meetings – 5 points No – 0 points
	Program entry prioritizes veterans, chronically homeless, youth and/or households with children (10 points)	Yes – 10 points No – 0 points
AGENCY EXPERIENCE and HISTORY OF PARTICIPATION & COLLABORATION 23 points *Source:* Project Application	Agency experience in performing the proposed activities and in utilizing federal funds (up to 8 points)	Extensive experience serving population or performing the proposed activities, including experience operating federal grants – 8 points Some experience serving population or performing proposed activities – 4 points
	Applicant's organization and management structure demonstrates internal coordination and an adequate financial accounting system (up to 6 points)	Description shows strong coordination & financial accounting – 6 points Description shows adequate coordination & financial accounting – 3 points
	Participation in CoC (up to 3 points)	100% Attendance at HPI Board Mtgs – 3 points 80%-99% Attendance at HPI Board Mtgs – 1 points
	Evidence of external coordination – i.e., examples of collaboration with other entities serving the same population (up to 6 points)	Provides 2 examples of interagency collaboration – 4 points Provides 1 example of interagency collaboration – 2 points
FINANCIAL 10 points *Source:* Leverage letters, financial audit	Leverage (up to 5 points)	Documented leverage of 175% or more – 5 points Documented leverage of 150% to 174% - 4 points Documented leverage of 100% to 149% - 2 points
	Audit (up to 5 points)	No findings – 5 points; Findings – 0 points
PROGRAM MANAGEMENT 24 points	HMIS experience (up to 10 points)	Applicant currently uses HMIS to enter data with data quality score of A – 10 points Applicant currently uses HMIS to enter data with data quality score of B – 8 points

Source: Project Application, agency policies and procedures		Applicant currently uses HMIS to enter data with data quality score of C – 5 points Applicant currently uses HMIS to enter data with data quality score of D or F **OR** Applicant does not currently use HMIS but has previously – 2 points No HMIS experience – 0 points
	Schedule & management plan (up to 8 points)	Full points where there is a plan for timely start up and strong management
	Complete and fully compliant policies & procedures (up to 6 points)	Full points where all required policies and procedures are submitted and comply with HUD requirements.

Evidence of Public Posting of Ranking | Review | Reallocation Process

Inbox (2) - charlielanter | Facebook | Information for partners

https://www.lexingtonky.gov/information-partners-and-stakeholders

Apps | Bookmarks | Small Business Ideas | Lexington, Kentucky | Lexington, KY local ne | Facebook | ServicePoint | Amazon Cloud Drive | Jail Website | Other bookmarks

Information for partners and stakeholders

Information for those who are partnering with the Office of Homelessness Prevention and Intervention.

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Lexington-Fayette CoC Application *

Supplemental Application for New Projects *

Supplemental Application for Renewal Projects *

Permanent housing for the homeless

(OneDoor Lexington coordinated entry)

Coordinated entry is the process by which all people experiencing homelessness in Lexington are assessed and prioritized for access to housing resources. Their access is based on the length of time homeless, chronic homelessness status and acuity score on a common assessment screening tool.

Any organization may participate as a OneDoor Lexington entry point by having trained staff who can administer the common assessment, enter data in the Homeless Management Information System data base

Contact

Office of Homelessness Prevention and Intervention
101 E. Vine St.
Lexington, KY

Hours:
Monday – Friday: 8 a.m – 5 p.m.

Email us

(859) 258-3105

Fax: (859) 258-3194

Lexington Homelessness Prevention and Intervention

LexKyHomelesss

FEEDBACK

3:30 PM
8/1/2016

e-newsletter to 500+ recipients

Charlie Lanter

From: Office of Homelessness Prevention and Intervention <clanter=lexingtonky.gov@mail146.suw14.mcdlv.net> on behalf of Office of Homelessness Prevention and Intervention <clanter@lexingtonky.gov>
Sent: Monday, August 01, 2016 3:44 PM
To: Charlie Lanter
Subject: Office of Homelessness Prevention & Intervention - August Newsletter

Federal Continuum of Care funding, HMIS training, and upcoming events - August Newsletter of the LFUCG Office of Homelessness Prevention & Intervention.

View this email in your browser

Office of Homelessness Prevention & Intervention August Newsletter

Check Out These Upcoming Events!

August 9, 10 a.m.
OneDoor Lexington Coordinated Entry Meeting
All housing providers (shelter, transitional, and permanent) should participate in this housing placement meeting. Participants utilize the community prioritization list to identify, refer, and house specific individuals. Meeting is at United Way of the

Federal Funding Available

Continuum of Care now accepting applications for new and renewal projects

The 2016 Continuum of Care competitive funding process is now open for organizations wishing to apply for new or renewal homelessness funding from the U.S. Department of Housing and Urban Development (HUD). Applications must be submitted in the HUD eSnaps electronic system to the Office of Homelessness which serves as our community's Collaborative Applicant, scoring, ranking, and allocating grant funds and then submitting an overall application to HUD on behalf of the city of Lexington. New applications are being accepted this year for permanent supportive housing

Bluegrass, 100 Midland Ave.

August 11, 10 a.m.
Veteran Homelessness Committee
This group is working to end veteran homelessness in Lexington and reviews systems while also using a prioritization list to house specific individual veterans and their families. Meeting will be held at The Salvation Army, 736 W. Main St.

August 17, 2:30 p.m.
Stand Down Planning Meeting
Join us and help plan for the annual Stand Down event providing direct opportunities for people experiencing homelessness. This year's event will take place October 20 at The Salvation Army. Planning meetings take place at St. James Place, 169 Deweese St.

August 24, 1:30 p.m.
HPI Board Advocacy, Issues, & Programs Committee
All providers and interested stakeholders are invited to participate in this meeting to review funding and advocacy priorities. Meetings take place at One Parent Scholar House in the Community Room at 1156 Horsemans Lane.

dedicated to the chronically homeless and for rapid re-housing. Any organization interested in applying for funds should very carefully read and follow the local competition process found at this link.

Projects supported with federal Continuum of Care dollars should be Housing First/low-barrier focused with an emphasis on exits to permanent housing and preventing returns to homelessness. All project participants must be enrolled from the OneDoor Lexington coordinated entry prioritization list and must fully participate in the Homelessness Management Information System (HMIS).

HMIS Training Now Available in Lexington

The Office of Homelessness is now providing training twice monthly in Lexington for new users of the Homelessness Management Information System (HMIS) and refresher training to update existing users. These training opportunities are free and open to any person or organization that has or wishes to have an HMIS license. August classes are full and reservations are now being accepted for September slots. Notification will be provided soon about dates, times and

locations for September. To register or for any HMIS questions or technical assistance contact Jennifer Oberlin, Continuum of Care Coordinator, at 859-258-3136.

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You are receiving this e-mail because you subscribed to the Office of Homelessness Prevention and Intervention e-newsletter from Lexington-Fayette Urban County Government.

Our mailing address is:
Office of Homelessness Prevention and Intervention
200 E. Main Street
Lexington, KY 40507

Add us to your address book

unsubscribe from this list update subscription preferences

MailChimp

e-mail with attached application process sent to all providers

Charlie Lanter

From: Charlie Lanter
Sent: Thursday, July 14, 2016 9:42 AM
To: Charlie Lanter
Subject: FUNDING AVAILABILITY: FY2016 Lexington-Fayette Continuum of Care Application
Attachments: Lexington-Fayette CoC Application Process FY16.pdf; 2016COC Supplemental App for New Projects.docx; 2016COC Supplemental App for Renewal Projects.docx

The Office of Homelessness Prevention & Intervention announces the opening of the FY2016 local competition for homelessness funding through the U.S. Department of Housing and Urban Development's Continuum of Care program. Information and instructions for submitting applications for funding are attached to this e-mail. Project applications must be submitted in the HUD esnaps system by **5:00 p.m. on Wednesday, August 10**. Please review the attached local process carefully as well as the CoC Notice of Funding Availability and CoC Interim Rule to ensure project applications are complete and eligible. A few important notes:

- New this year – The CoC is accepting new applications for eligible permanent supportive housing and rapid rehousing projects. Review the local application process and other documents carefully to ensure project eligibility. Any new projects included in the final application will be funded by reallocating funding from lower scoring, lower priority renewal projects.

- Application submissions are not complete until the Office of Homelessness has received the required attachments and the appropriate supplemental application document (attached). Incomplete applications will be considered late and may not be accepted or may receive penalties in the ranking process.

- For scoring purposes, the Office of Homelessness will run HMIS Data Quality Report Cards on each project after it has been submitted (see scoring rubric). Report cards will be run for the time period 7/1/2015 through 6/30/2016. Applicants are strongly advised to run this report themselves and address data quality issues prior to the submission deadline of August 10. Projects will not be given an opportunity to correct data or improve scores once OHPI has run the report for scoring purposes.

Please direct any questions to Charlie Lanter, Director, OHPI, at clanter@lexingtonky.gov or Jennifer Oberlin, CoC Coordinator, at joberlin@lexingtonky.gov.

Thank you,

Charlie Lanter
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Office of Homelessness Prevention and Intervention
Lexington-Fayette Urban County Government
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Lexington, KY 40507
Phone: (859) 258-3105
E-mail: clanter@lexingtonky.gov

Document on Link

Lexington-Fayette County Continuum of Care

CoC Application Ranking and Selection Process 2016

The US Department of Housing and Urban Development (HUD) released the Continuum of Care (COC) FY2016 Notice of Funding Availability (NOFA) on June 29, 2016. The NOFA is available at https://www.hudexchange.info/resource/5068/fy-2016-coc-program-nofa/.

The LFUCG Office of Homelessness Prevention & Intervention on behalf of the Lexington-Fayette County CoC will submit a **collaborative application** to HUD for competition funds no later than **September 14, 2016**. The application may include three types of individual project applications:

1. Grantees with current projects (FY15) seeking **renewal** of those same projects;
2. **New project applications** from current grantees **OR** new applicants to be awarded through reallocation of funds; and
3. One or more applicants' proposals for new **Permanent Housing Bonus** projects totaling an amount up to 5 percent of the Lexington-Fayette CoC's Final Pro Rata Need. This is an amount equal to approximately $74,218 subject to confirmation by HUD.

The application will also include a proposal for the CoC to receive a one year **Planning** grant, for an amount to be determined by HUD.

NEW THIS YEAR – ***Any eligible organization may submit an application for an eligible new project that will be scored and ranked alongside eligible renewal projects.*** Any eligible new projects scoring higher than renewal applications may result in funding being reallocated in whole or in part from those lower ranking renewals to the higher ranking new project, subject to the discretion of the review committee. Rankings and reallocated amounts will be recommended following the local application process described below. Applicants may be asked to revise budgets after submission to reflect final allocation decisions.

APPLICATION DEADLINE

All project applications must be submitted to the Lexington-Fayette CoC (KY-502) in HUD's electronic *esnaps* system no later than **5:00 p.m. on Wednesday, August 10, 2016**. This is necessary to ensure time for review and ranking of all proposals.

Review and scoring of applications will be completed by staff members from the LFUCG Office of Homelessness Prevention & Intervention and staff recommendations made to the LFUCG Homelessness Prevention & Intervention Board's Program Performance and Evaluation Committee. This committee consists of appointed HPI Board members and the LFUCG

Commissioner of Social Services (or his designee) none of whom may be employees, board members, volunteers or associated in any way with any of the applicants under consideration.

The Program Performance and Evaluation Committee will review submitted proposals according to criteria provided as part of the application process and will rank proposals in order according to scores. The committee will then consider overall CoC priorities and strategy to determine a final list of projects to be submitted to HUD and the amounts of funding to be requested for each project. **Applicants will be notified in writing no later than August 30, 2016,** of whether they will be included and the amount to be allocated for each project. The list of projects and recommended funding amounts shall be posted on the Web site of the LFUCG Office of Homelessness Prevention & Intervention on that date. Once notified, applicants may be required to make changes to the amounts requested to align with final scoring decisions and applicants agree by submitting an application that they will comply with such requests.

Preliminary Funding Amounts are as follows (subject to Confirmation from HUD):

Tier 1	$1,435,889
Tier 2	$108,078
Permanent Housing Bonus	$74,218

The final CoC Application will include applications in both Tier 1 and Tier 2 and the lowest ranking project in Tier 1 may be partially included in both tiers. Projects submitted to HUD in Tier 1 are expected to be funded. Tier 2 projects will be awarded funds based on the CoC 's FY2016 competitive score and the availability of HUD funds.

All applicants will need to log in to the HUD *esnaps* system to complete an application. **All applicants should carefully review the entire HUD Continuum of Care NOFA and CoC Interim Rule** to ensure project applications are complete and consistent with all applicable laws and regulations as well as HUD priorities. Incomplete or ineligible projects may not be submitted and/or can impact the entire community's competitiveness and access to funds for meeting our goals to prevent and reduce homelessness.

APPLICATION PROCESS FOR RENEWALS AND REALLOCATIONS

Renewal. Renewal applicants must create a renewal application file in *esnaps* for each existing project, fill in missing information, update existing information, and upload any required supporting documents. Renewal applicants must be submitted in *esnaps* no later than 5 p.m. on Wednesday, August 10. OHPI will conduct a completeness review and may return the application in *esnaps* for changes/corrections (please note this could affect the application's score). Once notified by OHPI that the application has been returned for correction, applicants must correct and re-submit the renewal application within the time frame requested.

New. New applicants may compete with renewal projects for existing funds in this competition and new applications are encouraged. Current grantees and new applicants may submit these types of applications but note that eligible new applications may be only for the following types of projects: 1) new permanent supportive housing where all beds will be dedicated for use by chronically homeless individuals and families, or 2) new rapid re-housing projects for homeless

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To apply for a Permanent Housing Bonus project each applicant must create a new project application in *esnaps,* enter all application information, upload required supporting documents and submit no later than 5 p.m. on Wednesday, August 10. OHPI will conduct a completeness review and may return the application in *esnaps* for changes/corrections (please note this could affect the application's score). Once notified by OHPI that the application has been returned for correction, applicants must correct and re-submit the new application within the time frame requested.

ESNAPS GUIDANCE AND TECHNICAL ASSISTANCE

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SCORING, RANKING AND SELECTION

All complete, timely, and eligible applications will be scored by staff members from the Office of Homelessness using a scoring rubric attached to this announcement. Scores will help determine each project's rank in the CoC's application to HUD, and rank will be the primary determinant of placement into Tier 1 (which will likely be fully funded by HUD) and Tier 2 (which will only be funded if the CoC's score is high enough and if there are sufficient resources). Scores may also be used to reject applications or to reduce budgets for low-scoring projects and to reallocate funds from renewal projects to new projects.

The scoring rubric evaluates past performance and promotes certain best practices or practices that will improve our local response to homelessness and align our response with national policies and best practices. These include:

- Participation in OneDoor Lexington, the CoC's coordinated entry system;
- Use of a low barrier, housing first service model;
- Prioritizing beds for the chronically homeless;
- Significant leveraging of other resources; and
- Successful project management and outcomes.

The process for considering projects will include the following:

- A threshold requirement that submissions required in this announcement are complete and timely (failure to meet this requirement may result in project not being scored);
- Project scoring;
- Responses to requests for explanations or requests for more information from staff members and the Program Performance & Evaluation Committee; and
- [Possibly] Applicant interviews for new applicants.

Once the committee completes the scoring and ranking, the committee may consider the CoC's priorities, whether the initial scoring is likely to result in any critical service gaps, and strategy related to Tier cut offs and HUD's selection process, and may make adjustments to budgets and produce the final ranking of projects to be included in the CoC application. The Committee's rationale for any adjustments must be recorded and made public with the published rankings.

Project selections, rankings and tier allocations will be provided to proposers by written notice and published on the following website no later than **5 p.m. on August 30, 2016**: LFUCG Office of Homelessness Prevention & Intervention, www.lexingtonky.gov/homelessness

Applicants not selected by the CoC to be included in the CoC submission to HUD may appeal by submitting their *esnaps* Solo Application directly to HUD not later than **September 14, 2016 at 7:59:59 p.m**.

TIMELINE

July 13, 2016	**Adoption of local CoC application and ranking process by Homelessness Prevention & Intervention Board/CoC Board**
July 14, 2016	**Lexington-Fayette County CoC FY2015 Competition Opens following process adoption by CoC Board**
August 10, 2016 **5 p.m.**	**Deadline for Complete Application for Rating and Ranking** Complete applications include: **1. Completed, submitted project in Esnaps.** **2. Delivery of CoC Supplemental Application** to the LFUCG Office for Homelessness Prevention & Intervention, 101 E. Vine Street, Suite 175, Lexington. The CoC Supplemental Application

is a brief questionnaire and a list of required documents which must be submitted. The required documents are:

- Match/leverage commitment letters
- Minutes of Board of Directors meeting authorizing application for new or renewal funding;
- Current List of Board of Directors with identification of officers and terms;
- Certified Organization Audit/Financial Statements of most recent year: 1) Copy of OMB A-133 Audit (Required if $500,000 or more in aggregate Federal funds expended); or 2) Financial statements audited by a CPA (if not bound by the requirements of OMB A-133).

NEW PROJECT APPLICATIONS ONLY:

- Agency Articles of Incorporation ;
- Documentation of agency 501(c)(3) status;
- Agency Financial Management Policies and Procedures;
- Agency Procurement Policies and Procedures; and the following agency policies: Code of Conduct and Conflict of Interest; Drug-Free Workplace; Affirmatively Furthering Fair Housing; Reasonable Accommodation and Accessibility for Persons with Disabilities; Nondiscrimination and Equal Employment; and Confidentiality.

August 30, 2016
5 p.m.

Ranking and Selection Results posted on Office for Homelessness Prevention & Intervention Web site and sent to applicants in writing

September 14, 2016

CoC Application Submitted to HUD in *esnaps*
Any rejected applicants may submit *esnaps* Solo Application directly to HUD no later than September 14, 2016. The CoC Application may be submitted earlier if complete.

SCORING FOR RENEWAL APPLICATIONS FOR FY2016 COC PROGRAM COMPETITION Total points available = 100		
PROGRAM 44 points *Source:* Project application	Program Type (up to 10 points)	Permanent Supportive Housing; Rapid Re-Housing for homeless families – 10 points Transitional Housing for youth, people fleeing domestic violence, or people in substance abuse recovery (renewal projects only) – 5 points
	Population Served (up to 6 points)	If PSH: 100% Chronically Homeless – 6 points If RRH: 100 % Families in street or shelter – 6 points
	Participates in CoC (up to 3 points)	100% Attendance at HPI Board Mtgs – 3 points 80%-99% Attendance at HPI Board Mtgs – 1 points
	Participates in coordinated entry (up to 10 points)	Yes, conducts common assessment for all clients within appropriate time frame and/or project enrolls exclusively through coordinated entry meetings. – 10 points Yes, some use of common assessment and/or limited enrollment through coordinated entry meetings – 5 points (project must have enrolled at least one individual or family from coordinated entry list)
	Utilizes a Housing First model if Permanent Housing (up to 10 points)	The PH project does not require participation in any supportive services or have preconditions such as sobriety or a minimum income threshold. – 10 points
	Utilizes a low-barrier model if Transitional Housing (up to 10 points)	The TH project works quickly to move people into permanent housing, does not require participation in supportive services, and does not require preconditions for moving in such as sobriety or a minimum income threshold. – 10 points
	Demonstrated connection to mainstream service systems including SOAR trained staff members (up to 5 points)	Yes, at least one recently trained SOAR trained staff member – 5 points Yes, but no SOAR staff members or not recently trained – 3 points
PERFORMANCE MEASURES 24 points *Source:* HMIS Data and APR for period 7/1/2015 – 6/30/2016	Housing Stability (up to 8 points): PH: 80% or more remained in PH or exited to PH RRH/TH: 80% or more of exits are to PH	Scoring for each standard: FIRST YEAR RENEWALS RECEIVE MAXIMUM POINT VALUES DUE TO NO ACCESSIBLE DATA FOR EVALUATION. 8 pts. – Met or exceeded benchmark 4 pts. – Missed benchmark but provided a realistic plan for improvement of 10% or more over next year 0 pts. – Missed benchmark and no realistic plan for improvement
	Employment Income (up to 8 points): 30% or more of adults maintained or increased earned income	
	Returns to homelessness (up to 8 points): 10% or fewer of participants returned to homelessness within 2 years	
FINANCIAL 10 points *Source:* Leverage letters	Leverage (up to 10 points) – Letters must be provided to receive points	Documented leverage of 175% or more – 10 points Documented leverage of 150% to 174% - 6 points Documented leverage of 100% to 149% - 3 points

PROGRAM MANAGEMENT 22 points *Source:* HMIS Data Quality Report, HUD reports	HMIS data quality (up to 10 points)	HMIS Data Quality Report Grade: A – 10 points; B – 8 points; C – 5 points; D – 2 points; F – 0 points
	Most recently closed grant funds all expended (up to 7 points)	100% – 7 points 95%-99% - 5 points 90%-95% spend out – 3 points 85-90% spend out - 1 points
	Monitoring reports (up to 5 points)	No findings on most recent HUD monitoring – 5 points Findings on most recent HUD monitoring corrected and accepted – 2 points

SCORING FOR PROPOSED NEW AND PERMANENT HOUSING BONUS PROJECTS FOR FY2016 COC PROGRAM COMPETITION Total points available = 100		
PROGRAM 43 points *Source:* Project Application	Project follows a housing first model (16 points)	The project does not require participation in any supportive services or have preconditions such as sobriety or a minimum income threshold. – 16 points
	Demonstrated connection to mainstream service systems including SOAR trained staff members (up to 7 points)	Yes, at least one recently trained SOAR trained staff member – 7 points Yes, but no SOAR staff members or not recently trained – 3 points
	Participates in coordinated entry (up to 10 points)	Applicant organization already uses common assessment for all clients within appropriate time frame and/or enrolls exclusively through coordinated entry meetings. – 10 points Applicant demonstrates knowledge of common assessment and has participated in coordinated entry meetings – 5 points No – 0 points
	Program entry prioritizes veterans, chronically homeless, youth and/or households with children (10 points)	Yes – 10 points No – 0 points
AGENCY EXPERIENCE and HISTORY OF PARTICIPATION & COLLABORATION 23 points *Source:* Project Application	Agency experience in performing the proposed activities and in utilizing federal funds (up to 8 points)	Extensive experience serving population or performing the proposed activities, including experience operating federal grants – 8 points Some experience serving population or performing proposed activities – 4 points
	Applicant's organization and management structure demonstrates internal coordination and an adequate financial accounting system (up to 6 points)	Description shows strong coordination & financial accounting – 6 points Description shows adequate coordination & financial accounting – 3 points
	Participation in CoC (up to 3 points)	100% Attendance at HPI Board Mtgs – 3 points 80%-99% Attendance at HPI Board Mtgs – 1 points
	Evidence of external coordination – i.e., examples of collaboration with other entities serving the same population (up to 6 points)	Provides 2 examples of interagency collaboration – 4 points Provides 1 example of interagency collaboration – 2 points
FINANCIAL 10 points *Source:* Leverage letters, financial audit	Leverage (up to 5 points)	Documented leverage of 175% or more – 5 points Documented leverage of 150% to 174% - 4 points Documented leverage of 100% to 149% - 2 points
	Audit (up to 5 points)	No findings – 5 points; Findings – 0 points
PROGRAM MANAGEMENT 24 points	HMIS experience (up to 10 points)	Applicant currently uses HMIS to enter data with data quality score of A – 10 points Applicant currently uses HMIS to enter data with data quality score of B – 8 points

Source: Project Application, agency policies and procedures		Applicant currently uses HMIS to enter data with data quality score of C – 5 points Applicant currently uses HMIS to enter data with data quality score of D or F **OR** Applicant does not currently use HMIS but has previously – 2 points No HMIS experience – 0 points
	Schedule & management plan (up to 8 points)	Full points where there is a plan for timely start up and strong management
	Complete and fully compliant policies & procedures (up to 6 points)	Full points where all required policies and procedures are submitted and comply with HUD requirements.

Reallocation Process - See asterisks (*)

Lexington-Fayette County Continuum of Care

CoC Application Ranking and Selection Process 2016

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Tier 1	$1,435,889
Tier 2	$108,078
Permanent Housing Bonus	$74,218

The final CoC Application will include applications in both Tier 1 and Tier 2 and the lowest ranking project in Tier 1 may be partially included in both tiers. Projects submitted to HUD in Tier 1 are expected to be funded. Tier 2 projects will be awarded funds based on the CoC 's FY2016 competitive score and the availability of HUD funds.

All applicants will need to log in to the HUD *esnaps* system to complete an application. **All applicants should carefully review the entire HUD Continuum of Care NOFA and CoC Interim Rule** to ensure project applications are complete and consistent with all applicable laws and regulations as well as HUD priorities. Incomplete or ineligible projects may not be submitted and/or can impact the entire community's competitiveness and access to funds for meeting our goals to prevent and reduce homelessness.

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	Utilizes a low-barrier model if Transitional Housing (up to 10 points)	The TH project works quickly to move people into permanent housing, does not require participation in supportive services, and does not require preconditions for moving in such as sobriety or a minimum income threshold. – 10 points
	Demonstrated connection to mainstream service systems including SOAR trained staff members (up to 5 points)	Yes, at least one recently trained SOAR trained staff member – 5 points Yes, but no SOAR staff members or not recently trained – 3 points
PERFORMANCE MEASURES 24 points *Source:* HMIS Data and APR for period 7/1/2015 – 6/30/2016	Housing Stability (up to 8 points): PH: 80% or more remained in PH or exited to PH RRH/TH: 80% or more of exits are to PH	Scoring for each standard: FIRST YEAR RENEWALS RECEIVE MAXIMUM POINT VALUES DUE TO NO ACCESSIBLE DATA FOR EVALUATION. 8 pts. – Met or exceeded benchmark 4 pts. – Missed benchmark but provided a realistic plan for improvement of 10% or more over next year 0 pts. – Missed benchmark and no realistic plan for improvement
	Employment Income (up to 8 points): 30% or more of adults maintained or increased earned income	
	Returns to homelessness (up to 8 points): 10% or fewer of participants returned to homelessness within 2 years	
FINANCIAL 10 points *Source:* Leverage letters	Leverage (up to 10 points) – Letters must be provided to receive points	Documented leverage of 175% or more – 10 points Documented leverage of 150% to 174% - 6 points Documented leverage of 100% to 149% - 3 points

PROGRAM MANAGEMENT 22 points *Source:* HMIS Data Quality Report, HUD reports	HMIS data quality (up to 10 points)	HMIS Data Quality Report Grade: A – 10 points; B – 8 points; C – 5 points; D – 2 points; F – 0 points
	Most recently closed grant funds all expended (up to 7 points)	100% – 7 points 95%-99% - 5 points 90%-95% spend out – 3 points 85-90% spend out - 1 points
	Monitoring reports (up to 5 points)	No findings on most recent HUD monitoring – 5 points Findings on most recent HUD monitoring corrected and accepted – 2 points

SCORING FOR PROPOSED NEW AND PERMANENT HOUSING BONUS PROJECTS FOR FY2016 COC PROGRAM COMPETITION Total points available = 100		
PROGRAM 43 points *Source:* Project Application	Project follows a housing first model (16 points)	The project does not require participation in any supportive services or have preconditions such as sobriety or a minimum income threshold. – 16 points
	Demonstrated connection to mainstream service systems including SOAR trained staff members (up to 7 points)	Yes, at least one recently trained SOAR trained staff member – 7 points Yes, but no SOAR staff members or not recently trained – 3 points
	Participates in coordinated entry (up to 10 points)	Applicant organization already uses common assessment for all clients within appropriate time frame and/or enrolls exclusively through coordinated entry meetings. – 10 points Applicant demonstrates knowledge of common assessment and has participated in coordinated entry meetings – 5 points No – 0 points
	Program entry prioritizes veterans, chronically homeless, youth and/or households with children (10 points)	Yes – 10 points No – 0 points
AGENCY EXPERIENCE and HISTORY OF PARTICIPATION & COLLABORATION 23 points *Source:* Project Application	Agency experience in performing the proposed activities and in utilizing federal funds (up to 8 points)	Extensive experience serving population or performing the proposed activities, including experience operating federal grants – 8 points Some experience serving population or performing proposed activities – 4 points
	Applicant's organization and management structure demonstrates internal coordination and an adequate financial accounting system (up to 6 points)	Description shows strong coordination & financial accounting – 6 points Description shows adequate coordination & financial accounting – 3 points
	Participation in CoC (up to 3 points)	100% Attendance at HPI Board Mtgs – 3 points 80%-99% Attendance at HPI Board Mtgs – 1 points
	Evidence of external coordination – i.e., examples of collaboration with other entities serving the same population (up to 6 points)	Provides 2 examples of interagency collaboration – 4 points Provides 1 example of interagency collaboration – 2 points
FINANCIAL 10 points *Source:* Leverage letters, financial audit	Leverage (up to 5 points)	Documented leverage of 175% or more – 5 points Documented leverage of 150% to 174% - 4 points Documented leverage of 100% to 149% - 2 points
	Audit (up to 5 points)	No findings – 5 points; Findings – 0 points
PROGRAM MANAGEMENT 24 points	HMIS experience (up to 10 points)	Applicant currently uses HMIS to enter data with data quality score of A – 10 points Applicant currently uses HMIS to enter data with data quality score of B – 8 points

Source: Project Application, agency policies and procedures		Applicant currently uses HMIS to enter data with data quality score of C – 5 points Applicant currently uses HMIS to enter data with data quality score of D or F **OR** Applicant does not currently use HMIS but has previously – 2 points No HMIS experience – 0 points
	Schedule & management plan (up to 8 points)	Full points where there is a plan for timely start up and strong management
	Complete and fully compliant policies & procedures (up to 6 points)	Full points where all required policies and procedures are submitted and comply with HUD requirements.

Governance Charter for Lexington-Fayette County Continuum of Care

And Homelessness Prevention & Intervention Board

The name of this CoC shall be the Lexington-Fayette County Continuum of Care and the board for this CoC shall be the Lexington-Fayette Urban County Government's Homelessness Prevention and Intervention Board, herein referred to, respectively, as the "Lexington CoC" and the "Homelessness Prevention and Intervention Board."

Purpose of the CoC and CoC Board

The Lexington CoC is the planning body in Lexington-Fayette County, KY, that coordinates the community's policies, strategies and activities toward ending homelessness. Its work includes gathering and analyzing information in order to determine the local needs of people experiencing homelessness, implementing strategic responses, educating the community on homelessness issues, providing advice and input on the operations of homeless services, and measuring CoC performance. In Lexington, the Homelessness Prevention and Intervention Board will establish the local process for applying, reviewing and prioritizing project applications for funding in the annual HUD CoC Homeless Assistance Grants competition. The CoC-Homelessness Prevention and Intervention Board serves the same function for local government funding and this dual role shall ensure appropriate coordination of federally and locally funded projects. A broader membership Lexington CoC Board will ratify the charter, select the Homeless Management Information System (HMIS) lead organization, review system operations and planning, and approve a coordinated assessment system.

Membership of the Board

The Homelessness Prevention and Intervention Board shall consist of thirteen (13) members, which shall be appointed by the Mayor subject to confirmation by the Lexington-Fayette Urban County Council. The thirteen (13) members shall consist of two (2) members from the Lexington-Fayette Urban County Council and at least one (1) homeless or formerly homeless individual. Each of the remaining members must include representatives from relevant organizations and projects serving homeless subpopulations, such as persons with substance use disorders; persons with HIV/AIDS; veterans; the chronically homeless; families with children; unaccompanied youth; the seriously mentally ill; and victims of intimate partner violence. One (1) Board member may represent the interests of more than one homeless subpopulation. Additionally, to the extent possible, the composition of the Homelessness Prevention and Intervention Board shall be representative of the social, economic, cultural, ethnic, and racial groups which compose the population of Lexington-Fayette County.

Leadership of the Board

The Homelessness Prevention and Intervention Board shall have a Chairperson and Vice Chairperson elected by the Board to serve a term of one (1) year. They shall take office at the first meeting of the Board. The Vice-Chairperson shall preside in absence of the Chairperson. No member may serve as Chairperson or Vice-Chairperson for more than two (2) consecutive full (1 year) terms without at least one (1) year between terms. The Chairperson and Vice Chairperson shall be elected annually at the first meeting of each calendar year by a majority vote of the appointed HPI Board members. Candidates for Chairperson and Vice Chairperson may be nominated by appointed board members from among their own membership.

Terms of Office, Vacancies, Termination

The members of the Board shall serve four years from the date of appointment, provided the terms of those originally appointed shall be staggered in the following manner: six (6) members shall be appointed for four (4) years and five (5) members shall be appointed for two (2) years. Vacancies shall be filled for the unexpired term in the manner prescribed for the original appointment. No member may serve more than two (2) consecutive four (4) year terms. The membership of the Urban County Council members shall be deemed to have terminated upon his/her leaving office as a member of the Urban County Council.

A Board member may be removed only by a majority vote of the Lexington-Fayette Urban County Council, and only for cause, except that a member of the Board shall be automatically removed by operation of law in the event of three (3) unexcused absences, whether consecutive or non-consecutive, in any two (2) year period or in the event of absence from twenty-five percent (25%) of the CoC Board meetings in any two (2) year period. An unexcused absence is any absence in which the chair of the Board or the staff of the LFUCG Office of Homelessness is not notified of the intended absence at least twenty-four (24) hours in advance of a regularly scheduled meeting. In the event of three (3) unexcused absences or the absence from twenty five percent (25%) of the meetings over any two (2) year period, within the meaning of this section, the Office of Homelessness staff shall notify the Mayor, Council Administrator of the Lexington-Fayette Urban County Council, and provide notice to the violating member by certified mail, that a vacancy exists on the Board.

If a board member wishes to resign, the board member shall submit a letter of resignation to the chairperson.

Board Member Qualifications and Responsibilities

All members of the Board shall demonstrate a professional interest in, or personal commitment to, addressing and alleviating the impacts of homelessness on the people of the community.

All members of the Board are expected to:

- Attend meetings and contribute to informed dialogue on actions the group undertakes.
- Serve on at least one committee and to fully participate in committee meetings.
- Participate in the activities of the Board, including the Point-in-Time Count; HMIS oversight; strategic planning; advocacy and public education efforts; project and system performance reviews; and the application processes for CoC Homeless Assistance Grants and other funding proposals.
- Seek input from and report back to the constituency they represent on key issues and strategies and otherwise keep abreast of needs and gaps in the CoC.

Board Selection

All voting members are appointed to the Homelessness Prevention & Intervention Board, by the Mayor of Lexington and subject to ratification by the Lexington-Fayette Urban County Council. Board vacancies shall be announced in meetings of the Board and through communications outlets utilized by the LFUCG Office of Homelessness Prevention & Intervention (i.e., social media, e-newsletter, etc.) and interested parties may complete and submit the city of Lexington's application for board appointments and associated required documents. City staff members will review and recommend appointments based first on ensuring required membership of the CoC Board is maintained and will then consider attendance and participation at CoC Board and Committee meetings followed by relevant personal and professional experience. The Mayor of Lexington shall make the final decision on all appointments, subject to ratification by the Council.

Decision Making

Unless otherwise specified herein, the current edition of Robert's "Rules of Order" shall govern proceedings at the Board meetings. In addition, all meetings shall provide opportunity for members of Lexington's Continuum of Care to speak, share and otherwise provide input and contribute to the work of the Board.

Seven (7) of the voting members of the Board shall constitute a quorum for transaction of business at any meeting of the Board. The acts of a majority of a quorum present at any regular or special meeting of the Board shall be the acts of the Board.

Every effort should be made for inclusiveness in committee and board meetings and opportunity shall be given for members of the Lexington CoC to speak at each meeting and on each agenda item. However, only members of the Board may vote on action items.

Conflict of Interest

No member of the Board shall participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefits to the organization that the member represents or an organization of which the board member or a family member is a trustee, director, officer, or board member; a consultant or contractor to the organization; actively involved in the formulation of the item before the board; or an employee of the organization.

No covered person, meaning a person who is an employee, agent, consultant, officer, or elected or appointed official of the Continuum of Care, Lexington CoC (CoC grant "recipient") or its subrecipients and who exercises or has exercised any functions or responsibilities with respect to activities assisted under this part through the HUD Homeless Assistance Grants or local homelessness funding, or who is in a position to participate in a decision-making process or gain inside information with regard to activities assisted under this part, may obtain a financial interest or benefit from an assisted activity, have a financial interest in any contract, subcontract, or agreement with respect to an assisted activity, or have a financial interest in the proceeds derived from an assisted activity, either for him or herself or for those with whom he or she has immediate family or business ties, during his or her tenure or during the one-year period following his or her tenure.

Upon the written request of the recipient, HUD may grant an exception to the provisions of this section on a case-by-case basis.

Meetings

The Board shall meet every other month at least six (6) times each calendar year with additional called meetings held as necessary.

Amendment and Review

The Lexington CoC will review, update and approve this governance charter at least annually. Amendment of the charter requires a majority vote of the Lexington CoC at a regularly scheduled meeting, provided that notice of the scheduled vote on the charter amendment was provided at least one month prior to that Lexington CoC meeting.

At no point may amendments be made to the charter which would put it in conflict with the authorizing ordinance or bylaws for the LFUCG Homelessness Prevention & Intervention Board.

Committees and Workgroups

The Board shall appoint standing and ad hoc committees to fulfill the work of the Lexington CoC. Most of the Lexington CoC's work will be conducted at committee meetings.

Standing committees will include HMIS/Common Assessment Committee; Program Performance & Evaluation Committee; and the Advocacy, Issues, and Programs Committee. An equal number of members of the Board shall be assigned to each committee and a chairperson shall be selected from among those members. That chairperson shall be responsible for reporting committee activities and recommendations to the full Board. Committee members shall be selected from members of the Lexington CoC interested in participating in these meetings and shall not be restricted to appointed Board members.

All committee meetings shall be free and open for full participation to relevant homelessness providers, stakeholders, people experiencing homelessness, community members, government offices, and other interested parties. Committee meetings shall be conducted in such a way that each entity in attendance has one vote when issues are brought forward except for the Program Performance & Evaluation Committee. Meetings of the Program Performance & Evaluation Committee shall be open and transparent meetings however, due to the nature of the committee's role in reviewing funding reports and making allocations, only those CoC Board members not affiliated with a provider of services may cast formal votes on issues before that committee.

The Board may also create time-limited ad-hoc committees to develop recommended solutions to the specific issue for which they were created.

The Lexington CoC/HPI Board Committees shall meet at least every other month and as needed with standing days/times set by the committee participants. Meetings will be scheduled and located in collaboration with the LFUCG Office of Homelessness Prevention & Intervention.

Full Lexington CoC Oversight Body

The Lexington CoC will hold meetings of the full Lexington CoC membership at least semiannually. These meetings will be announced at least one month in advance with an agenda published at least 24 hours before the meeting. Meeting announcements and agendas will be posted on the Web site of the LFUCG Office of Homelessness Prevention & Intervention and will be shared through e-mail and social media.

Lexington CoC Oversight Body meetings will be open to the full CoC membership and the public and meeting minutes will be posted on the Web site of the LFUCG Office of Homelessness Prevention & Intervention. The Board will keep the full Oversight Body membership involved by involving members in committees and sharing information through e-mail, newsletters, and social media.

Relationship between Board and Full Lexington CoC Oversight Body Membership

The Lexington CoC staff will publish and appropriately disseminate an open invitation at least annually for persons within the Lexington-Fayette County service area to join as new CoC members. Recruitment efforts will be documented by the LFUCG Office of Homelessness Prevention & Intervention.

Recruitment and Outreach

The Lexington CoC also will identify and address membership gaps on the Board and subcommittees in essential sectors, from key providers or other vital stakeholders. The Lexington CoC will recruit members to ensure that it meets all membership requirements set forth in its governance charter, including representation of certain populations and organizations. Specifically, outreach will be conducted to obtain membership from, but not limited to, the following groups within the Lexington CoC geographic area and are available to participate in the CoC.

- Nonprofit homelessness assistance providers
- Funders
- Victim service providers
- Churches and faith-based organizations
- Government offices (especially the LFUCG Office of Affordable Housing)
- Businesses
- Advocates
- Lexington Housing Authority
- Fayette County Public Schools including district and school-level involvement
- Social service providers
- Mental health agencies/providers
- Hospitals
- Universities
- Affordable housing developers
- Law enforcement
- Organizations that serve veterans
- Homeless and formerly homeless individuals
- Other relevant organizations

Addendums

Changes can be made regularly to this governance document as changes in federal, state and local policy and practice demand.

Date of Ratification by Full Lexington CoC Oversight Body: 5/13/2015

List of CoC Board Members at Date of Ratification:

- Renee Jackson, President, Downtown Lexington Corporation – CHAIRPERSON
- Steve Polston, Executive Director, New Life Day Center – VICE CHAIRPERSON
- Fiona Doherty, Psychiatrist, Eastern State Hospital
- Angela Evans, Lexington-Fayette Urban County Council Member
- Peggy Henson, Lexington-Fayette Urban County Council Member
- Janice James, Administrative Deputy Director, Hope Center
- Rodney Lee, Chairperson, Lexington Street Voice Council (representing people who are currently or formerly homeless)
- Rick McQuady, Director, Lexington Affordable Housing Trust Fund
- Jon Parker, Executive Director, AIDS Volunteers of Lexington (AVOL)
- Danielle Sanders, Program Supervisor, Fayette County Drug Court
- Darlene Thomas, Executive Director, Greenhouse17 (domestic violence shelter)
- Faith Thompson, Associate Director/Student Achievement and Support, Fayette County Public Schools
- Adrian Wallace, Broadway Christian Church

PHA Admin Plan and Special Partners Preference for Homeless Projects

the Housing Authority will verify that there is in fact a disability and that the accommodation they are requesting is necessary based on the disability.

4.10 INFORMAL REVIEW

If the LHA determines that an applicant does not meet the criteria for receiving HCV assistance, the Housing Authority will promptly provide the applicant with written notice of the determination. The notice must contain a brief statement of the reason(s) for the decision, and state that the applicant may request an informal review of the decision within ten business days of the denial. The LHA will describe how to obtain the informal review. The informal review process is described in Section 16.2 of this Plan.

5.0 SELECTING FAMILIES FROM THE WAITING LIST

5.1 WAITING LIST ADMISSIONS AND SPECIAL ADMISSIONS

The LHA may admit an applicant for participation in the program either as a special admission or as a waiting list admission.

If HUD awards funding that is targeted for families with specific characteristics or families living in specific units, the LHA will use the assistance for those families. If this occurs, the Housing Authority will maintain records demonstrating that these targeted housing choice vouchers were used appropriately. When one of these targeted vouchers turns over, the voucher shall be issued to applicants with the same specific characteristic as the targeted program describes.

5.2 PREFERENCES

The LHA will select families based on the following preferences based on local housing needs and priorities. They are consistent with the Lexington Housing Authority's MTW Annual Plan and the Consolidated Plan that covers our jurisdiction.

A. Eligible families who are displaced by LHA action receive a preference during the time of relocation.

B. An eligible head of household who is a veteran;

The applicant head of household who is a veteran must be referred by Volunteers of America (VOA). For the purposes of determining eligibility for this preference the term "veteran includes anyone who wore the uniform of any military forces, honorably or generally discharged. It does not include National Guard members who

were never called up for service. Households that believe they may qualify for this admissions preference should contact:

Volunteers of America
501 West 6th Street, Suite 250
Lexington, KY 40504
Phone: (859) 254-3469

C. Up to 20% of the Housing Choice Vouchers shall be utilized by LHA's Special Partners.

See Special Partners

D. Applicant households with a permanent physical residence in Kentucky.
   - Eligibility for Local Residency Preference must be demonstrated by having a permanent physical residence within the jurisdictional area. Physical residence shall be defined as a domicile with a mailing address, other than a post office box, for which the applicant can produce one or more of the following: a lease or a purchase agreement, utility bills showing the claimed residence address, or two pieces of first class mail addressed to a member of the applicant household at the claimed address.

E. All other applicants.

5.2.1 HOUSING FOR FEDERALLY DECLARED DISASTER VICTIMS

In the case of a federally declared disaster, the LHA reserves the right for its Executive Director to suspend its preference system for whatever duration the Executive Director feels is appropriate and to admit victims of the disaster to the program instead of those who would be normally admitted. Any other provisions of this policy can also be suspended during the emergency at the discretion of the Executive Director so long as the provision suspended does not violate a law. If regulatory waivers are necessary, they shall be promptly requested of the HUD Assistant Secretary for Public and Indian Housing.

5.3 SELECTION FROM THE WAITING LIST

Based on the above preferences, all families in preference A will be offered housing before any families in preference B, and preference B families will be offered housing before any families in preference C.

The position of the family on the HCV waiting list will be utilized to determine the sequence within the above-prescribed preferences.

Shared Housing: A unit occupied by two or more families. The unit consists of both common space for shared use by the occupants of the unit and separate private space for each assisted family.

Shelter Allowance: That portion of a welfare benefit (e.g., TANF) that the welfare agency designates to be used for rent and utilities.

Single Person: Someone living alone or intending to live alone who does not qualify as an elderly person, a person with disabilities, a displaced person, or the remaining member of a tenant family.

Single Room Occupancy (SRO) Housing: A unit for occupancy by a single eligible individual capable of independent living that contains no sanitary facilities or food preparation facilities, or contains either, but not both, types of facilities.

Special Admission: Admission of an applicant that is not on the housing authority waiting list, or admission without considering the applicant's waiting list position.

Special Housing Types: Special housing types include: SRO housing, congregate housing, group homes, shared housing, cooperatives (including mutual housing), and manufactured homes (including manufactured home space rental).

Special Partners: Third party entities providing services to a portion of the jurisdiction's special needs population that needs housing to accompany the services they provide. A third party entity can become a Special Partner by requesting such status and negotiating and complying with a Memorandum of Understanding. The vouchers granted to a Special Partner stay with the Special Partner and are not portable.

Specified Welfare Benefit Reduction:

A. A reduction of welfare benefits by the welfare agency, in whole or in part, for a family member, as determined by the welfare agency, because of fraud by a family member in connection with the welfare program; or because of welfare agency sanction against a family member for noncompliance with a welfare agency requirement to participate in an economic self-sufficiency program.

B. "Specified welfare benefit reduction" does not include a reduction or termination of welfare benefits by the welfare agency:

1. At the expiration of a lifetime or other time limit on the payment of welfare benefits;

Activity 10) HCV Tenant-Based Special Partners Programs

Plan Year Activity Approved and ~~Implemented~~
Activity Proposed, Approved, and Implemented in FY 2012 – FY 2013

Description
LHA partners with three social service agencies in the Lexington area to provide stable, tenant-based voucher housing to low-income families while they receive services provided by the partner agency. (LHA partners with an additional eight social service agencies that provide designated, fixed housing to low-income families; these partners are addressed in Activity 12 of this Plan.) These "special partner programs" serve some of Lexington's most vulnerable low-income populations, those who need wraparound services in order to stabilize their family situation and begin working to increase self-sufficiency. Targeted populations include the mentally ill, the homeless, those recovering from alcohol or drug addiction, and parents who have recently been released from jail.

Through the approval of its FY 2012 – FY 2013 MTW Annual Plan, the LHA received permission to require that participants relinquish their tenant-based voucher at the time they graduate from or otherwise leave the program offered by the special partner, so another family may benefit from the housing and programming offered by the special partner.

The approval of this activity has permitted the LHA to provide an admissions preference to families eligible for and willing to participate in these special partner programs as a condition of continued assistance.

Households receive HCV tenant-based assistance through the following special partner programs.

	HCV Special Partner	Description of Households Served	Families Selecting Private Market Units
Homeless	Bluegrass Domestic Violence (BGDV)	Victims of domestic violence, dating violence, sexual assault, and stalking	25
Homeless	Bluegrass Regional Mental Health - Mental Retardation (BGMHMR)	Persons with severe mental illness or substance abuse diagnoses who have completed treatment and are involved in recovery services	22
Homeless	Volunteers of America (VOA)	Homeless individuals and families	25
		Total Units	**77**

While LHA hopes the majority of these families will subsequently seek unsubsidized housing in the private market, these households will also be eligible to apply for public housing or another HCV voucher (including Family Self-Sufficiency vouchers) through the Authority's normal application procedures.

Non-Significant Changes or Modifications During FY2016
The LHA does not anticipate any non-significant changes or modifications during the FY2016 Plan year.

Changes or Modifications to the Metrics, Baselines or Benchmarks During FY2016
The baseline and benchmark for this metric were established in FY2015 as data was not readily available due to software issues when HUD Standard Metrics were made a requirement in FY2014.

Attachment C or D Authorization(s) Changes
There have been no changes in Attachment C or D authorizations since this activity was proposed and approved.

Significant Changes or Modifications to the Activity Since Approval
There are no significant changes or modifications to the activity as previously proposed and approved.

Activity 10 – HCV Tenant-Based Special Partner Programs			
CE #4: Increase in Resources Leveraged			
Unit of Measurement – Amount leveraged prior to implementation of the activity (in dollars). This number may be zero.			
Baseline (FY2015)	Benchmark (FY2016)	Outcome	Benchmark Achieved?
$274,905 VOA - $120,538 BGDV - $119,075 BGMHMR - $35,292	$274,905	TBD	TBD
Data Source: Special Partner Reporting and PHA financial records.			

Activity 10 – HCV Tenant-Based Special Partner Programs			
SS #1: Increase in Household Income			
Unit of Measurement – Average earned income of households affected by this policy in dollars (increase).			
Baseline (FY2015)	Benchmark (FY2016)	Outcome	Benchmark Achieved?
$6,022 (Average) VOA - $3,417 BGDV –$6,000 BGMHMR - $8,649	$15,080	TBD	TBD
Data Source: Special Partner Reporting			

Activity 10 – HCV Tenant-Based Special Partner Programs			
SS #3: Increase in Positive Outcomes in Employment Status			
Unit of Measurement –Employment Status: Category 5 Unemployed (reporting no earned income)			
Baseline (FY2015)	Benchmark (FY2016)	Outcome	Benchmark Achieved?
36 VOA – 17 BGDV – 10 BGMHMR –9	29	TBD	TBD
Data Source: Special Partner Reporting			

Activity 10 – HCV Tenant-Based Special Partner Programs			
SS4: Households Removed from Temporary Assistance for Needy Families (TANF)			
Unit of Measurement – Number of households affected by Activity #10 receiving TANF assistance (decrease).			
Baseline (FY2015)	Benchmark (FY2016)	Outcome	Benchmark Achieved?
19 VOA – 11 BGDV -8 BGMHMR – 0	17	TBD	TBD
Data Source: Special Partner Reporting			

Activity 10 – HCV Tenant-Based Special Partner Programs			
SS8: Households Transitioned to Self-Sufficiency			
Unit of Measurement – Number of households transitioned to self-sufficiency (increase).			
For this activity, self-sufficiency is defined as any household that has earned income of at least [1]$15,080 per year.			
Baseline (FY2015)	Benchmark (FY2016)	Outcome	Benchmark Achieved?
10 VOA- 8 BGDV – 2 BGMHMR – 0	20	TBD	TBD
[1] $15,080 = Federal minimum wage ($7.25/hour) x 40-hour work week x 52 weeks of work per year			
Data Source: Special Partner reporting.			

Activity 10 – HCV Tenant-Based Special Partner Programs			
HC #3: Decrease in Wait List Time			
Unit of Measurement – Average applicant time on wait list in months (decrease).			
Baseline	Benchmark	Outcome	Benchmark Achieved?
60 months	6 months	Yes	Yes
Data Source: Special Partner reporting			

Activity 10 – HCV Tenant-Based Special Partner Programs			
HC #5: Increase in Resident Mobility			
Unit of Measurement – Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity (number). This number may be zero.			
Baseline (FY2015)	Benchmark (FY2016)	Outcome	Benchmark Achieved?
38	72	TBD	TBD
Data Source: Special Partner reporting			

Activity 12) Local, Non-Traditional Use of MTW Funds for Special Partners

Plan Year Activity Approved and Implemented
This activity was proposed and implemented in FY2014 and is ongoing.

Description
HCV staff met with representatives of the seven (7) special partner programs prior to implementation and signed Memoranda of Understanding (MOUs) in December 2013, and the activity was implemented in January 2014.

The Authority currently provides monthly rental subsidy of $124,360 to seven (7) special partners who have agreed to house and provide wraparound social services to a minimum of 358 families with special needs. During FY2015 LHA special partner agencies served a total of 679 families, an increase of 321 (53%) in households served. These agencies serve individuals with mental illness and/or substance abuse issues; individuals recently released from prison or jail; families in need of financial literacy, credit management, and homeownership resources; single parents enrolled full-time in higher education; and homeless individuals and families.

With Housing Authority approval, special partner organizations are permitted to require that participants reside in designated service-enriched housing units in order to receive rental subsidy; and

With Housing Authority approval, special partner organizations are permitted to house program participants in HUD-defined special housing types. Within these special housing type units, partner organizations will also be permitted to request Housing Authority approval to house up to two unrelated adults in a zero- or one-bedroom unit.

Those seven agencies are as follows:

	Special Partner Program	Description of Households Served	# of Vouchers Provide	Actual Families Served in FY2015
	Canaan House	Individuals who have been diagnosed with a mental illness	17	17
Homeless	Hope Center	Persons who have a substance abuse problem and are in need of voluntary or court-mandated treatment	144	296
Homeless	New Beginnings Bluegrass, Inc.	Individuals who have been diagnosed with a mental illness	24	31
	OASIS Rental Assistance Housing Program	Families in need of financial literacy, credit management, and homeownership resources	30	53
	One Parent Scholar House	Single parents who are full-time students in a post-secondary educational institution	80	140
Homeless	Serenity Place (Chrysalis House)	Parents with children: 1) who have recently been released from jail or are homeless and 2) who are substance abuse treatment program graduates	40	108
	Urban League of Lexington-Fayette County	Elderly individuals	23	34
	Total Special Partner Units		358	679

AGREEMENT

This AGREEMENT is made and entered into on this 30th day of March 2016 by and between KENTUCKY HOUSING CORPORATION (hereinafter referred to as "KHC"), a de jure municipal corporation and political subdivision of the Commonwealth of Kentucky, whose mailing address is 1231 Louisville Road, Frankfort, Kentucky 40601, and LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (hereinafter referred to as "LFUCG"), an urban county government of the Commonwealth of Kentucky created pursuant to KRS Chapter 67A, whose mailing address is 200 East Main Street, Lexington, Kentucky 40507, through its OFFICE OF HOMELESSNESS PREVENTION AND INTERVENTION (hereinafter referred to as "OHPI").

W I T N E S S E T H

WHEREAS, KHC and OHPI share a common interest in adequately and efficiently serving the homeless population, thereby reducing homelessness throughout the Commonwealth of Kentucky; and

WHEREAS, the Kentucky Homelessness Management Information System (hereinafter referred to as "KYHMIS") will enable community service providers to collect uniform client information over time which will increase coordination between agencies, informed advocacy efforts and policies that will result in targeted service for the client population; and

WHEREAS, the data and its analysis, through the utilization of KYHMIS is critical to accurately portraying the characteristics and trends of the client population, as well as, providing streamlined client services, plans and advocacy; and

WHEREAS, the purpose of this MOU is to set forth the standards for deployment, training, maintenance, sustainability, and operation of the KYHMIS to ensure the operation of and the consistent participation in the KYHMIS for the purpose of future planning and funding decisions needed for the client population.

NOW, THEREFORE, in consideration of the mutual covenants expressed herein, KHC and LFUCG, through OHPI, agree as follows:

I. DEFINITIONS

a. **Partner Agency** refers to agencies participating in KYHMIS.
b. **System Administrator** refers to an end user that has administrative access to the KYHMIS and is responsible for setting up Lexington-Fayette County Continuum of Care Partner Agency security structure, assigning and maintaining lists of passwords and end users, all data and data management, and the End User License Agreement and Participation Agreement management, execution, and issuance.
c. **Agency End User** (also known as end user) refers to personnel of a partner agency who have access to the KYHMIS to enter or to manage data.
d. **End User License Agreement** (also known as "EULA") refers to the end user license agreement to which KHC must ensure that all End Users consent prior to

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using or prior to accessing the KYHMIS. Such agreement is a "click-wrap" license.

e. **Fees** refers to all fees, charges, costs, and expenses due to KHC from Lexington-Fayette County Continuum of Care pursuant to this MOU and any and all Riders.
f. **Modification** refers to as any derivative code from the original source code of the KYHMIS software owned by Bowman Systems, LLC, and standards as they pertain to implementation, security, policies, procedures, data quality plans, and all other originating standards set forth by KHC in reference to the KYHMIS.
g. **Services** refers to the professional, consulting, implementation, training, and support services of KHC and/or Bowman Systems, LLC, obtained by OHPI and performed by KHC and/or Bowman Systems, LLC.
h. **KYHMIS** refers to the Kentucky Homeless Management Information System, which is a world wide web-based portal software product developed and owned by Bowman Systems, LLC, for the purposes of data collection.
i. **User Fees** refers to the monetary cost for each end user access license for twelve (12) calendar months at a rate to be determined in June each year of renewal.
j. **Client** refers to any person receiving services from a partner agency.
k. **Lexington-Fayette County Continuum of Care** refers to the Collaborative Applicant which is Lexington-Fayette Urban County Government's Office of Homelessness Prevention & Intervention.

II. GENERAL ROLES OF PARTIES.

a. KHC is the lead agency responsible for administering KYHMIS for the Commonwealth of Kentucky. KHC will enter into a License and Hosting Agreement with Bowman Systems LLC (hereinafter referred to as the "vendor"), for the purpose of specifying terms (including roles, responsibilities and liabilities) that grants KHC the right to use the portal software product, KYHMIS, and administer the software for the Commonwealth of Kentucky. Additionally, KHC will actively participate in the Lexington-Fayette County Continuum of Care on the KYHMIS Committee and shall identify two representatives to serve on the KYHMIS Advisory Committee.

b. Lexington-Fayette County Continuum of Care shall identify two (2) representatives to serve on the KYHMIS Advisory Committee and will actively participate with the Louisville-Jefferson County Continuum of Care.

III. RIGHTS AND RESPONSIBILITIES

a. KHC shall:
   i. Beginning July 1, 2016, KHC will collect fees for partner agency user licenses issued for use in Lexington-Fayette County. This fee shall be an annual fee not to exceed **Two Hundred Fifty and 00/100 Dollars**

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($250.00) per license. KHC shall collect this fee directly from the Lexington-Fayette County partner agency users.

ii. As defined by the KYHMIS Advisory Committee, oversee the operation and management of the KYHMIS, including continual monitoring of data system compliance with all HUD Data and Technical Standards;

iii. Except for KHC designated holidays, serve as the KYHMIS Help-Desk back-up during vacation of the approved OHPI Help Desk support person;

iv. Enter into a Licensing and Hosting Agreement with the vendor for the purpose of maintaining and ensuring hardware security, and make reasonable efforts to ensure availability to the agency end users;

v. Deny access to the KYHMIS while investigating suspicion of a confidentiality breach;

vi. Serve as the official vendor liaison for the entire Commonwealth of Kentucky;

vii. In conjunction, with the KYHMIS Advisory Committee develop the policy for fees associated with the KYHMIS, modifications to the software source code, implementation standards, data quality standards, and all other standards set forth by the KYHMIS Advisory Committee in reference to the implementation and operation of the KYHMIS;

viii. Invoice Lexington-Fayette County Partner Agencies for KYHMIS fees approved by the KYHMIS Advisory Board;

ix. Notify the vendor and OHPI within four (4) hours of notification of difficulty with system software, access to the KYHMIS, or related software, network, or access problems;

x. Convene a minimum of four (4) meetings of the KYHMIS Committee annually;

xi. Reserve the right to immediately suspend all access to the KYHMIS by the OHPI and/or Partner Agencies when any term of this Agreement is violated or suspected of being violated.

b. LFUCG, through OHPI, acting on behalf of Lexington-Fayette County Continuum of Care, shall:

i. Pay KHC a one-time fee in an amount not to exceed **Eleven Thousand Six Hundred Twenty-Eight and 00/100 Dollars ($11,628.00)** for KYMIS user licenses for Lexington-Fayette County partner agencies. This cost is for user licenses for the period of January 1, 2016 through June 30, 2016.

ii. Beginning July 1, 2016, LFUCG, through OHPI will pay KHC an amount not to exceed **One Hundred Eighty-Two and 00/100 Dollars ($182.00)**, per partner agency user license issued for use in Lexington-Fayette County. This fee is an annual, reoccurring fee.

iii. Via participation on the KYHMIS Committee designate the HMIS Lead Agency, the software to be used for HMIS, and approve any changes to the HMIS Lead Agency or software;

iv. Request revision to any HMIS operational agreement, policy or procedure developed by the HMIS Lead Agency and approved by the KYHMIS Advisory Committee

v. Conduct outreach to homeless assistance agencies not using KYHMIS, and encourage these agencies and other mainstream programs serving homeless people to participate in KYHMIS;

vi. Work to inform elected officials, government agencies, the nonprofit community, and the public about the role and importance of KYHMIS and KYHMIS data;

vii. Promote the effective use of KYHMIS data, including its use to measure the extent and nature of homelessness, the utilization and effectiveness of services and homeless programs over time;

viii. Provide all local information as necessary for compilation of the Continuum of Care Housing Inventory Count and the Annual Homeless Assessment Report (AHAR);

ix. Direct all questions concerning the KYHMIS software to the KHC system administrators prior to contacting the vendor directly;

x. Strictly adhere to all policies and procedures documented in the KYHMIS External Policies and Procedures Manual, as adopted by the KYHMIS Advisory Committee, including all modifications and amendments;

xi. Strictly enforce and monitor all KYHMIS External Policies and Procedures and OHPI Internal Policies and Procedures with partner agencies. A copy of OHPI internal policies and procedures shall be reviewed and approved annually, or as changes occur, by the KYHMIS Advisory Committee;

xii. Set and maintain data security for partner agencies in Lexington-Fayette County Continuum of Care;

xiii. Consult and receive written approval from KHC System Administrators and the KYHMIS Committee prior to modifications as defined in the Definitions section above;

xiv. Abide by all federal and state laws and regulations and all KYHMIS External Policies and Procedures related to the collection, storage, retrieval and dissemination of client information;

xv. Notify both the vendor and the KHC System Administrators within four hours of OHPI's notification of difficulty with system software; access to the KYHMIS; or related software, network, or access problems;

xvi. Issue all end user usernames and passwords for the KYHMIS users as they pertain to OHPI and the Lexington-Fayette County Continuum of Care, but only after OHPI has confirmed that (1) the agency has a current Agency Participation Agreement on record and has complied with the software security required to access the KYHMIS, and (2) the end user has signed all confidentiality agreements;

xvii. Maintain and provide copies to KHC upon request of the Agency Participation Agreements, Agency Security Monitoring Forms, User

Confidentiality Agreements, and Acknowledgment of the KYHMIS External Policies and Procedures as required in the KYHMIS External Policies and Procedures Manual;

xviii. Permit KHC system administrators to monitor partner agencies' handling of confidential client data in connection with the KYHMIS, including but not limited to, their confidentiality procedures and documentation (client release of information, etc.)

xix. Address data corrections, data errors or inaccuracies resulting from a partner agency's end user;

xx. Ensure that partner agencies do not include any profanity, offensive language, malicious information or discriminatory comments based upon race, color, national origin, age, religion, disability, gender, actual or perceived sexual orientation or gender identity, or martial or familial status in the KYHMIS;

xxi. Ensure that both OHPI and partner agencies of the Lexington-Fayette County Continuum of Care do not transmit material in violation of any federal or state statues or regulations, including, but not limited to, copyrighted material, threatening or obscene material, and material protected by trade secret;

xxii. Prohibit KYHMIS access to unauthorized users and follow all protocols for establishing access levels for new users;

xxiii. Develop internal processes to address violations of client confidentiality and the KYHMIS security protocol and provide KHC a copy of such policies and procedures prior to access of the KYHMIS;

xxiv. Ensure all Partner Agency users comply with continuing education credits in accordance with the KYHMIS External Policies and Procedures and are properly trained and authorized to use the system in accordance with KYHMIS External Policies and Procedures.

IV. MISCELLANEOUS PROVISIONS

a. **Term of Agreement, Termination**. This Agreement shall become effective upon the signature of the last party to sign this Agreement and shall remain in effect until June 30, 2017. Unless either party objects in writing, This Agreement shall automatically be renewed each July 1st, subject to annual modification to reflect current pricing structure and any other changes as may be necessary. Either party shall have the right to terminate this Agreement upon 30 days prior written notice to the other party. This Agreement terminates upon the earliest of (a) thirty (30) days written notice of cancellation by OHPI or KHC or (b) a breach or default by KHC or OHPI of any provision of this Agreement. Upon termination of this Agreement, all rights granted to OHPI under this Agreement shall forthwith terminate and revert immediately back to KHC. OHPI shall immediately discontinue all use of the KYHMIS and transmit all materials related to the KYHMIS. KHC will terminate all use of KYHMIS. Termination of this Agreement

shall not extinguish any of the parties' obligations hereunder that by their terms continue after the date of termination.

b. **Rights of Parties after Termination**. If this Agreement is terminated, KHC and the remaining Partner Agencies shall, consistent with state and federal privacy laws, retain their right to the use of all client data previously entered by the terminating OHPI. This use is subject to any restrictions requested by the client.

c. **Termination of Services**. If, at the time of termination of the agreement, OHPI desires to obtain a copy of its image and files stored within the KYHMIS, it may do so. However, OHPI may not obtain a copy of partner agency images and files. All Lexington-Fayette County Continuum of Care partner agencies must make a written request to KHC. KHC shall transfer the images and files to a portable storage device that will be shipped to OHPI via FedEx, UPS, or a similar overnight courier service that will track the package. This service shall be commenced within fourteen (14) days of KHC receiving a written request from OHPI and an advance payment for the service, portable storage device, shipping expense and payment for any outstanding amounts due KHC via check or wire transfer. If, within thirty (30) days of termination of this Agreement, OHPI requests that Bowman Systems, LLC, assist it with moving or converting any files or images stored in the Software Products to a different system or file format, Bowman Systems, LLC, will do so if it has resources available and technical experience to do so in the time frame requested by KHC. If Bowman Systems, LLC, does provide any services to move files or images to a portable storage device or assist OHPI with converting the files to a different format or moving any files to another location, OHPI will pay Bowman Systems, LLC, at the current rate for such service.

d. **No Waiver.** The waiver of any particular provision of this Agreement does not constitute a waiver of the entire Agreement, nor does the waiver of any particular provision in a specific instance guarantee future waivers of the same of similar provisions.

e. **Expenses**. Except as otherwise provided in this Agreement, OHPI will be responsible and bear all of the respective fees (including legal and professional fees) and expenses incurred in connection with its role in the preparation, negotiation, execution and performance of this Agreement with KHC, along with the contemplated transactions, including all fees and expenses of their representatives.

f. **Severability; Survivability.** If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, the other provisions of this Agreement will remain in full force and effect. Any provision of this Agreement held invalid or unenforceable only in part or degree will remain in full force and effect to the extent not held invalid or unenforceable.

g. **Successors, Assigns; Assignments**. This Agreement will inure to the benefit of and be binding upon the respective parties and their successors and assigns. KHC may freely assign this Agreement, but neither this Agreement, nor any right, benefit or advantage inuring to OHPI under this Agreement and no obligation

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imposed on the OHPI hereunder may be assigned without the prior written approval KHC.

h. **Governing Law**. Except to the extent superseded by federal law, this Agreement will be governed by and construed in accordance with the laws of the Commonwealth of Kentucky without regard to conflicts of laws principles that would require the application of any other law.

i. **Jurisdiction; Venue; Service of Process; WAIVER OF JURY TRIAL**. Any proceeding arising out of or relating to this Agreement or any contemplated transaction shall be brought in the courts of the Commonwealth of Kentucky, County of Franklin, or, by agreement of the parties, the county where the Project is located, or if it has or can acquire jurisdiction, in the United States District Court for the Eastern District of Kentucky, and each of the parties irrevocably submits to the exclusive jurisdiction of each such court in any such proceeding, waives any objection it may now or hereafter have to venue or to convenience of forum, agrees that all claims in respect of the proceeding shall be heard and determined only in any such court and agrees not to bring any proceeding arising out of or relating to this Agreement or any transaction contemplated hereby in any other court. The parties agree that either or both of them may file a copy of this paragraph with any court as written evidence of the knowing, voluntary, irrevocable and bargained-for agreement between the parties to waive any objection to venue or to convenience of forum. Process in any proceeding referred to in the first sentence of this Sub-section may be served on any party anywhere in the world. THE PARTIES HEREBY WAIVE ANY RIGHT TO TRIAL BY JURY IN ANY PROCEEDING ARISING OUT OF OR RELATING TO THIS AGREEMENT OR ANY OF THE CONTEMPLATED TRANSACTIONS, WHETHER NOW EXISTING OR HEREAFTER ARISING, AND WHETHER SOUNDING IN CONTRACT, TORT OR OTHERWISE. THE PARTIES AGREE THAT ANY OF THEM MAY FILE A COPY OF THIS PARAGRAPH WITH ANY COURT AS WRITTEN EVIDENCE OF THE KNOWING, VOLUNTARY, IRREVOCABLE AND BARGAINED-FOR AGREEMENT AMONG THE PARTIES TO WAIVE TRIAL BY JURY AND THAT ANY PROCEEDING WHATSOEVER BETWEEN THEM RELATING TO THIS AGREEMENT OR ANY OF THE CONTEMPLATED TRANSACTIONS SHALL INSTEAD BE TRIED IN A COURT OF COMPETENT JURISDICTION BY A JUDGE SITTING WITHOUT A JURY.

j. **Indemnification**. TO THE EXTENT PROVIDED BY LAW, parties agree to indemnify, defend, and hold each other harmless from and against any and all liabilities, claims, demands, losses, damages, costs and expenses (including without limitation, reasonable attorneys' fees and litigation expenses), actions or causes arising out of or relating to any breach of any covenant or agreement or the incorrectness or inaccuracy of any representation and warranty of parties contained in this Agreement or in any document delivered to the parties, except for that wich occurs as a result of either parties' gross negligence or misconduct.

k. **Entire Agreement, Amendments**. This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and

supersedes any and all prior agreements or understandings of any kind. Any and all amendments to this Agreement shall be in writing and signed by both parties.

l. **Notices.** All notices, consents, waivers and other communications required or permitted by this Agreement shall be in writing and shall be deemed given to a party when (i) delivered to the appropriate last known address by hand or by nationally-recognized overnight courier service (costs prepaid); (ii) sent by facsimile or e-mail with confirmation of transmission by the transmitting equipment; or (iii) received or rejected by the addressee, if sent by certified mail, return receipt requested, to those noted below

FOR KHC:
Kentucky Housing Corporation
1231 Louisville Road
Frankfort, Kentucky 40601
ATTN: Davey King

FOR LFUCG, OHPI:
LFUCG – Office of Homelessness Prevention and Intervention
Phoenix Building
101 East Vine Street, Ste 175
Lexington, KY 40507
ATTN: Charlie Lanter

m. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument.

n. **Further Action.** Each party agrees to perform any and all further acts and to execute and deliver any and all additional documents that may be reasonably necessary to carry out the terms of this Agreement.

IN WITNESS WHEREOF, this Agreement is executed as of the day first written above.

KENTUCKY HOUSING CORPORATION

BY: _____

Name: Davey J. King

Title: Managing Director, Housing Contract Administration

LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT

BY: _____

JIM GRAY, MAYOR

Performance Measurement Module (Sys PM)

Measure 1: Length of Time Persons Remain Homeless

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

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

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

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH		2417		42			9	
1.2 Persons in ES, SH, and TH		3214		84			22	

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

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

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

Performance Measurement Module (Sys PM)

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

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

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months (0 - 180 days)		Returns to Homelessness from 6 to 12 Months (181 - 365 days)		Returns to Homelessness from 13 to 24 Months (366 - 730 days)		Number of Returns in 2 Years	
		# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns
Exit was from SO	0	0		0		0		0	
Exit was from ES	85	4	5%	1	1%	4	5%	9	11%
Exit was from TH	308	20	6%	14	5%	7	2%	41	13%
Exit was from SH	0	0				0		0	
Exit was from PH	161	9	6%	5	3%	9	6%	23	14%
TOTAL Returns to Homelessness	554	33	6%	20	4%	20	4%	73	13%

Performance Measurement Module (Sys PM)

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

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

	Previous FY PIT Count	2015 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	1544	1258	-286
Emergency Shelter Total	566	653	87
Safe Haven Total	0	0	0
Transitional Housing Total	887	566	-321
Total Sheltered Count	1453	1219	-234
Unsheltered Count	91	39	-52

Metric 3.2 – Change in Annual Counts

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

	Previous FY	Current FY	Difference
Universe: Unduplicated Total sheltered homeless persons		3757	
Emergency Shelter Total		2867	
Safe Haven Total		0	
Transitional Housing Total		1165	

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

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

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		72	
Number of adults with increased earned income		4	
Percentage of adults who increased earned income		6%	

Performance Measurement Module (Sys PM)

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

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		72	
Number of adults with increased non-employment cash income		1	
Percentage of adults who increased non-employment cash income		1%	

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

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		72	
Number of adults with increased total income		5	
Percentage of adults who increased total income		7%	

Metric 4.4 – Change in earned income for adult system leavers

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		588	
Number of adults who exited with increased earned income		17	
Percentage of adults who increased earned income		3%	

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

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		588	
Number of adults who exited with increased non-employment cash income		2	
Percentage of adults who increased non-employment cash income		0%	

Metric 4.6 – Change in total income for adult system leavers

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		588	
Number of adults who exited with increased total income		18	
Percentage of adults who increased total income		3%	

Performance Measurement Module (Sys PM)

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

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

	Previous FY	Current FY	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.		3505	
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.		1019	
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)		2486	

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

	Previous FY	Current FY	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.		3673	
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.		1073	
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.)		2600	

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

This Measure is not applicable to CoCs in 2016.

Performance Measurement Module (Sys PM)

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

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

	Previous FY	Current FY	Difference
Universe: Persons who exit Street Outreach		1	
Of persons above, those who exited to temporary & some institutional destinations		0	
Of the persons above, those who exited to permanent housing destinations		0	
% Successful exits		0%	

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

	Previous FY	Current FY	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited		3044	
Of the persons above, those who exited to permanent housing destinations		588	
% Successful exits		19%	

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

	Previous FY	Current FY	Difference
Universe: Persons in all PH projects except PH-RRH		208	
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations		180	
% Successful exits/retention		87%	