Before Starting the CoC Application

The CoC Consolidated Application consists of three parts, the CoC Application, the CoC Priority Listing, and all the CoC’s project applications that were either approved and ranked, or rejected. All three must be submitted for the CoC Consolidated Application to be considered complete.

The Collaborative Applicant is responsible for reviewing the following:

1. The FY 2019 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2019 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.
6. Questions marked with an asterisk (*), which are mandatory and require a response.
1A. Continuum of Care (CoC) Identification

Instructions:
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
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1A-1. CoC Name and Number:  AL-503 - Huntsville/North Alabama CoC

1A-2. Collaborative Applicant Name:  North Alabama Coalition for the Homeless, Inc.

1A-3. CoC Designation:  CA

1A-4. HMIS Lead:  North Alabama Coalition for the Homeless, Inc.
1B. Continuum of Care (CoC) Engagement

Instructions:
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

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

1B-1. CoC Meeting Participants.
For the period of May 1, 2018 to April 30, 2019, applicants must indicate whether the Organization/Person listed:
1. participated in CoC meetings;
2. voted, including selecting CoC Board members; and
3. participated in the CoC’s coordinated entry system.

<table>
<thead>
<tr>
<th>Organization/Person</th>
<th>Participates in CoC Meetings</th>
<th>Votes, including selecting CoC Board Members</th>
<th>Participates in Coordinated Entry System</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government Staff/Officials</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>CDBG/HOME/ESG Entitlement Jurisdiction</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Local Jail(s)</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Hospital(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>EMS/Crisis Response Team(s)</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Mental Health Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Substance Abuse Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Affordable Housing Developer(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Disability Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Disability Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Public Housing Authorities</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>CoC Funded Youth Homeless Organizations</td>
<td>Not Applicable</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Non-CoC Funded Youth Homeless Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

Applicant: North Alabama Coalition for the Homeless Inc.  
Project: AL-503 CoC Registration FY 2019  
COC_REG_2019_170843
<table>
<thead>
<tr>
<th>Group</th>
<th>Type 1</th>
<th>Type 2</th>
<th>Type 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>School Administrators/Homeless Liaisons</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>CoC Funded Victim Service Providers</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Non-CoC Funded Victim Service Providers</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Domestic Violence Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Street Outreach Team(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>LGBT Service Organizations</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Agencies that serve survivors of human trafficking</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Other homeless subpopulation advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Homeless or Formerly Homeless Persons</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Mental Illness Advocates</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Substance Abuse Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Other:(limit 50 characters)</td>
<td>N/A</td>
<td>Not Applicable</td>
<td>No</td>
</tr>
</tbody>
</table>

1B-1a. CoC’s Strategy to Solicit/Consider Opinions on Preventing/Ending Homelessness.

Applicants must describe how the CoC:
1. solicits and considers opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;
2. communicates information during public meetings or other forums the CoC uses to solicit public information;
3. takes into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness; and
4. ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats, e.g., PDF.

(limit 2,000 characters)

All agencies members are invited to participate in a Strategic Planning Advisory Committee. Agencies are invited to participate in focus groups and committees such as Shelter Advisory Committee, Health Care Advisory Committee, HMIS Committee and a Veterans By Name List Meeting. Executive Director Arnold serves on the following committees: AL Community Health Care Committee, The AL State Dept. of Education Homelessness Advisory Council, The North AL Mental Health Coalition Homelessness Advisory Council,(Local EMT and the Crisis Response teams members) The Hsv. City Jail Diversion Program (local jail reps. are committee members). Executive Director Arnold was also asked to conduct presentations and training for the Mad. County Law Enforcement Mental Health Officer Certification Program.

The CoC Director communicates with many organizations and persons throughout the year to discuss issues relating to homelessness. The CoC
Director participates in local events in order to educate the public on homeless issues. She provides education to our community and other community organizations on how agency collaboration can help in our goal of eradicating homelessness in North Alabama.

The CoC has open meetings for all persons and agencies with an interest in ending homelessness. Although there is usually an agenda for CoC meetings, any attendee may raise questions and topics for consideration publicly or privately.

The CoC contacts our Local Alabama Rehabilitative Services for assistance in communication with person with disabilities. NACH also has a representative from Wellstone Behavioral Health onsite weekly at our Satellite Client Services Office to assist with communication for clients who have a mental disability. NACH member agency, Asha Kiran, assists with foreign language interpretation of 27 different languages.

1B-2. Open Invitation for New Members.

Applicants must describe:
1. the invitation process;
2. how the CoC communicates the invitation process to solicit new members;
3. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats;
4. how often the CoC solicits new members; and
5. any special outreach the CoC conducted to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join the CoC.
(limit 2,000 characters)

Organizational membership in the CoC is open to any public, private and faith-based organization that has established itself as interested and committed to helping serve and house the homeless. NACH has a CoC Application for Membership as a link on its www.nachcares.org website.

NACH solicits agencies to become a part of the CoC through Community Education public speaking engagements & community resource fairs a minimum of monthly. NACH holds Consumer Meetings quarterly to discuss the client concerns with local homeless services and get their input to solutions about how to improve service delivery and invite them to participate and join the CoC.

CoC meetings are open to all with an interest in homelessness and advertised via web and email.

In order to solicit new member agencies Executive Director Arnold participated in The Leadership Huntsville Management Academy, The Leadership Diversity Colloquium and the Community Foundation Non-Profit University. The Executive Director is also a member of the local Women's Economic Development Council and a member of the Local Toastmasters International Organization. Arnold uses these relationships to solicit New Board and Agency Members as well as educate the public about homelessness.
NACH visits the homeless camps as well as holds Consumer Meetings quarterly to discuss the client concerns with local homeless services get their input to solutions about how to improve service delivery and invite them to participate and join the CoC.

The CoC contacts our local Alabama Rehabilitative Services for assistance in communication with persons with disabilities. NACH also has a representative from Wellstone Behavioral Health onsite weekly at our Satellite Client Services Office to assist with communication for clients who have a mental disability. NACH Member Agency Asha Kiran assists with foreign language interpretation of 27 different languages.

1B-3. Public Notification for Proposals from Organizations Not Previously Funded.

Applicants must describe:
1. how the CoC notifies the public that it is accepting project application proposals, and that it is open to and will consider applications from organizations that have not previously received CoC Program funding, as well as the method in which proposals should be submitted;
2. the process the CoC uses to determine whether the project application will be included in the FY 2019 CoC Program Competition process;
3. the date(s) the CoC publicly announced it was open to proposal;
4. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats; and
5. if the CoC does not accept proposals from organizations that have not previously received CoC Program funding or did not announce it was open to proposals from non-CoC Program funded organizations, the applicant must state this fact in the response and provide the reason the CoC does not accept proposals from organizations that have not previously received CoC Program funding. (limit 2,000 characters)

The annual HUD CoC NOFA Application Availability Notice with the application process for submission and application deadline, date of the CoC Ranking and Review Meeting (August 21, 2019) was sent out to our NACH listserv via email blast on 7-23-19 as well as posted to the CoC website. The Ranking and Review Evaluation Tool which would be used in the selection process was sent out on our listserv to our agency members on 8-9-19. The organizations who are in good standing with the CoC, have capacity and are a good fit for CoC projects are also contacted to encourage them to respond to the local RFP.

The CoC contacts our local Alabama Rehabilitative Services for assistance in communication with persons with disabilities. NACH member agency Asha Kiran assists with foreign language interpretation of 27 different languages.
1C. Continuum of Care (CoC) Coordination

Instructions:
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
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1C-1. CoCs Coordination, Planning, and Operation of Projects.

Applicants must select the appropriate response for each federal, state, local, private, other organizations, or program source the CoC included in the planning and operation of projects that serve individuals experiencing homelessness, families experiencing homelessness, unaccompanied youth experiencing homelessness, persons who are fleeing domestic violence, or persons at risk of homelessness.

<table>
<thead>
<tr>
<th>Entities or Organizations the CoC coordinates planning and operation of projects</th>
<th>Coordinates with Planning and Operation of Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Opportunities for Persons with AIDS (HOPWA)</td>
<td>Yes</td>
</tr>
<tr>
<td>Temporary Assistance for Needy Families (TANF)</td>
<td>No</td>
</tr>
<tr>
<td>Runaway and Homeless Youth (RHY)</td>
<td>Yes</td>
</tr>
<tr>
<td>Head Start Program</td>
<td>No</td>
</tr>
<tr>
<td>Funding Collaboratives</td>
<td>Yes</td>
</tr>
<tr>
<td>Private Foundations</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs</td>
<td>No</td>
</tr>
<tr>
<td>Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and service programs funded through other Federal resources</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and services programs funded through State Government</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and services programs funded through Local Government</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and service programs funded through private entities, including foundations</td>
<td>Yes</td>
</tr>
<tr>
<td>Other:(limit 50 characters)</td>
<td></td>
</tr>
</tbody>
</table>
1C-2. CoC Consultation with ESG Program Recipients.

Applicants must describe how the CoC:
1. consulted with ESG Program recipients in planning and allocating ESG funds;
2. participated in the evaluating and reporting performance of ESG Program recipients and subrecipients; and
3. ensured local homelessness information is communicated and addressed in the Consolidated Plan updates.

(limit 2,000 characters)

The CoC provides performance and HIC info from HMIS to the ESG recipient to assist her with making funding decisions. The ESG recipient is provided quarterly reports on the utilization and participants’ length of stay for all ESG sub-recipient programs. The PIT results are posted on our website and communicated during CoC meetings. The CoC Director participates in all Focus Groups as it relates to the development of the Consolidated Plan. The CoC Director attends the local City Council Meetings and provides the Council Members with quarterly updates on the services that have been provided in the community to include the number of individuals that have been housed.

1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions.

Applicants must indicate whether the CoC provided Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area.

Yes to both

1C-2b. Providing Other Data to Consolidated Plan Jurisdictions.

Applicants must indicate whether the CoC ensured local homelessness information is communicated to Consolidated Plan Jurisdictions within its geographic area so it can be addressed in Consolidated Plan updates.

Yes

1C-3. Addressing the Safety Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.

Applicants must describe:
1. the CoC’s protocols, including protocols for coordinated entry and the CoC’s emergency transfer plan, that prioritize safety and incorporate trauma-informed, victim-centered services; and
2. how the CoC, through its coordinated entry, maximizes client choice for housing and services while ensuring safety and confidentiality.

(limit 2,000 characters)

People who are victims of domestic violence are encouraged to contact one of three local domestic violence shelters directly for assistance. Those staying at the DV shelter and wishing to access housing through CE may be anonymously entered into HMIS. NACH will keep confidential any information that the client submits in requesting an emergency transfer, and information about the emergency transfer, unless the client gives NACH written permission to release the information on a time limited basis, or disclosure of the information is required by law or required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program. This includes keeping confidential the new location of the dwelling unit of the client, if one is provided.

1C-3a. Training–Best Practices in Serving DV Survivors.

Applicants must describe how the CoC coordinates with victim services providers to provide training, at least on an annual basis, for:
1. CoC area project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence; and
2. Coordinated Entry staff that addresses safety and best practices (e.g., Trauma Informed Care) on safety and planning protocols in serving survivors of domestic violence.

(limit 2,000 characters)

Crisis Services of North Alabama Client Services Manager, Tanya Reagan, participates in the NACH CoC Agency Meetings. She is also a member of the NACH Shelter Advisory Committee where she provides insight and recommendations on best practices that can be implemented to help eliminate some of the barriers for Domestic Violence victims.

1C-3b. Domestic Violence–Community Need Data.

Applicants must describe how the CoC uses de-identified aggregate data from a comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking.

(limit 2,000 characters)

Crisis Services of North Alabama is a DV shelter funded through ESG so they provide annual ESG CAPER reports to their funder, the City of Huntsville, and participate in annual PIT and HIC counts giving the CoC information on the needs and characteristics of the DV population.

*1C-4. PHAs within CoC. Attachments Required.

Applicants must submit information for the two largest PHAs or the two PHAs with which the CoC has a working relationship within the CoC’s
geographic area.

<table>
<thead>
<tr>
<th>Public Housing Agency Name</th>
<th>% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2018 who were experiencing homelessness at entry</th>
<th>PHA has General or Limited Homeless Preference</th>
<th>PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On</th>
</tr>
</thead>
<tbody>
<tr>
<td>Huntsville Housing Authority</td>
<td>Yes-Public Housing</td>
<td>Yes-Both</td>
<td>Yes-Both</td>
</tr>
<tr>
<td>Athens Housing Authority</td>
<td>Yes-Both</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1C-4a. PHAs’ Written Policies on Homeless Admission Preferences.

Applicants must:
1. provide the steps the CoC has taken, with the two largest PHAs within the CoC’s geographic area or the two PHAs the CoC has working relationships with, to adopt a homeless admission preference— if the CoC only has one PHA within its geographic area, applicants may respond for one; or
2. state that the CoC does not work with the PHAs in its geographic area. (limit 2,000 characters)

Community Development of Decatur has agreed to facilitate conversations between the CoC and the Housing Authority of Decatur to set aside several units annually for homeless persons. The CoC Director also had conversations with Athens Housing Director, Mr. Larry Pippin in regards to creating a homeless preference. Although there is no preference for homeless persons in the HCV program in Huntsville NACH has been able to establish a referral process with Case Manager Rhonda Brewster in which the homeless clients’ applications are pulled and reviewed to expedite the Intake Appointment potential. There are 171 HUD-VASH vouchers set aside for homeless veterans.

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

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

Yes

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

Neighborhood Concepts is an Affordable Housing Developer and NACH Agency Member. The CoC Director and Neighborhood Concepts Director, Mary Ellen Judah, have meetings throughout the year to discuss new tax credit opportunities as well as possible client referrals and ways to help prepare clients to achieve housing stability once housed through Case Management service continuance. Lauretta Moore, Housing Director for Family Services Center, is also an Affordable Housing Developer and participates in several of the NACH Focus Committees such as our Housing Navigation Committee and she chairs our Emergency Shelter Services Committee. NACH has also developed a partnership with Stratus Development.
1C-5. Protecting Against Discrimination.

Applicants must describe the actions the CoC has taken to address all forms of discrimination, such as discrimination based on any protected classes under the Fair Housing Act and 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing.  

(limit 2,000 characters)

The Equal Access HUD Guidance link was forwarded to our listserv members on Oct. 27, 2016. The Equal Access Rule was sent out to our Agency Members for review and posted to our website as a resource. Information on Equal Access to Housing was presented during a CoC meeting on Feb. 10, 2017 for the benefit of ESG shelters and other non-CoC funded shelters. All HUD and ESG-funded providers were asked to submit a copy of their policies to the CoC Lead Agency to ensure that an Equal Access Policy has been adopted by the agencies with a March 24, 2017 deadline date. The CoC will continue to work with HOPWA Housing Services Coordinator, Brittany Pinchon, of Thrive Alabama to discuss strategies for helping clients of this population obtain safe housing as well as best practice strategies for providing housing services.

NACH also uses the Rocket City Rainbow pages to find resources for individuals in our LGBTQ community seeking assistance.

*1C-5a. Anti-Discrimination Policy and Training.

Applicants must indicate whether the CoC implemented an anti-discrimination policy and conduct training:

1. Did the CoC implement a CoC-wide anti-discrimination policy that applies to all projects regardless of funding source? Yes
2. Did the CoC conduct annual CoC-wide training with providers on how to effectively address discrimination based on any protected class under the Fair Housing Act? Yes
3. Did the CoC conduct annual training on how to effectively address discrimination based on any protected class under 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing? Yes

*1C-6. Criminalization of Homelessness.

Applicants must select all that apply that describe the strategies the CoC implemented to prevent the criminalization of homelessness in the CoC’s geographic area.

1. Engaged/educated local policymakers: X
2. Engaged/educated law enforcement: X
3. Engaged/educated local business leaders: X
4. Implemented communitywide plans: X

5. No strategies have been implemented: 

6. Other: (limit 50 characters) 

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

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

NACH provides both a CE access location through our Satellite Office located at the Huntsville-Madison County Public Library with hours of operation from Monday thru Thursday from 9-1. Phone assessments for individuals with transportation challenges as well as for persons in nearby Morgan and Limestone counties are conducted Monday - Friday from 8:00 a.m until 5:00 p.m and on Fridays from 8:00 a.m. - 12:00 p.m. Clients who call in need of assistance outside of those specified times are encouraged to leave a voice message and a call will be returned to them on the next NACH business day. Coordinated Entry uses the VISPDAT to prioritize its housing lists.
1D. Continuum of Care (CoC) Discharge Planning

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

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

1D-1. Discharge Planning Coordination.

Applicants must indicate whether the CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply (note that when "None:" is selected no other system of care should be selected).

<table>
<thead>
<tr>
<th>System</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Foster Care:</td>
<td>X</td>
</tr>
<tr>
<td>Health Care:</td>
<td>X</td>
</tr>
<tr>
<td>Mental Health Care:</td>
<td>X</td>
</tr>
<tr>
<td>Correctional Facilities:</td>
<td>X</td>
</tr>
<tr>
<td>None:</td>
<td></td>
</tr>
</tbody>
</table>

Applicant: North Alabama Coalition for the Homeless Inc.  AL-503 CoC
Project: AL-503 CoC Registration FY 2019  COC_REG_2019_170843

FY2019 CoC Application  Page 13  09/20/2019
1E. Local CoC Competition

Instructions
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at:
https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
The FY 2019 CoC Program Competition Notice of Funding Availability at:

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

*1E-1. Local CoC Competition–Announcement, Established Deadline, Applicant Notifications. Attachments Required.

Applicants must indicate whether the CoC:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. informed project applicants in its local competition announcement about point values or other ranking criteria the CoC would use to rank projects on the CoC Project Listings for submission to HUD for the FY 2019 CoC Program Competition;</td>
<td>Yes</td>
</tr>
<tr>
<td>2. established a local competition deadline, and posted publicly, for project applications that was no later than 30 days before the FY 2019 CoC Program Competition Application submission deadline;</td>
<td>Yes</td>
</tr>
<tr>
<td>3. notified applicants that their project application(s) were being rejected or reduced, in writing along with the reason for the decision, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline; and</td>
<td>Yes</td>
</tr>
<tr>
<td>4. notified applicants that their project applications were accepted and ranked on the CoC Priority Listing in writing, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline.</td>
<td>Yes</td>
</tr>
</tbody>
</table>


Applicants must indicate whether the CoC used the following to rank and select project applications for the FY 2019 CoC Program Competition:

<table>
<thead>
<tr>
<th>Objective</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Used objective criteria to review and rank projects for funding (e.g., cost effectiveness of the project, performance data, type of population served);</td>
<td>Yes</td>
</tr>
<tr>
<td>2. Included one factor related to improving system performance (e.g., exits to permanent housing (PH) destinations, retention of PH, length of time homeless, returns to homelessness, job/income growth, etc.); and</td>
<td>Yes</td>
</tr>
<tr>
<td>3. Included a specific method for evaluating projects submitted by victim services providers that utilized data generated from a comparable database and evaluated these projects on the degree they improve safety for the population served.</td>
<td>No</td>
</tr>
</tbody>
</table>

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

(limit 2,000 characters)

Whether or not a project served chronic homeless was part of ranking criteria. Additionally, projects serving Wellstone Behavioral Health clients were ranked above other housing projects.


Applicants must:
1. indicate how the CoC made public the review and ranking process the CoC used for all project applications; or
2. check 6 if the CoC did not make public the review and ranking process; and
3. indicate how the CoC made public the CoC Consolidated Application—including the CoC Application and CoC Priority Listing that includes all project applications accepted and ranked or rejected—which HUD required CoCs to post to their websites, or partners' websites, at least 2 days before the FY 2019 CoC Program Competition application submission deadline; or
4. check 6 if the CoC did not make public the CoC Consolidated Application.

<table>
<thead>
<tr>
<th>Public Posting of Objective Review and Ranking Process</th>
<th>Public Posting of CoC Consolidated Application including: CoC Application, CoC Priority Listing, Project Listings</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Email</td>
<td>X</td>
</tr>
<tr>
<td>2. Mail</td>
<td></td>
</tr>
<tr>
<td>3. Advertising in Local Newspaper(s)</td>
<td></td>
</tr>
<tr>
<td>4. Advertising on Radio or Television</td>
<td></td>
</tr>
<tr>
<td>5. Social Media (Twitter, Facebook, etc.)</td>
<td>X</td>
</tr>
<tr>
<td>6. Did Not Publicly Post Review and Ranking Process</td>
<td></td>
</tr>
</tbody>
</table>

1E-5. Reallocation between FY 2015 and FY 2018.

Applicants must report the percentage of the CoC’s ARD that was
reallocated between the FY 2015 and FY 2018 CoC Program Competitions.

Reallocation: 15%


Applicants must:
1. describe the CoC written process for reallocation;
2. indicate whether the CoC approved the reallocation process;
3. describe how the CoC communicated to all applicants the reallocation process;
4. describe how the CoC identified projects that were low performing or for which there is less need; and
5. describe how the CoC determined whether projects that were deemed low performing would be reallocated.

(limit 2,000 characters)

NACH will notify the recipient of the areas of performance concerns, the dollar amount of the suggested reallocation and its intent to reallocate funds from the specific project in writing. NACH will discuss possible project alternatives that may continue to serve the original client demographic population. The CoC will have a meeting in which it votes on the reallocation as well as on the agency and project types that will be submitted with the Collaborative Application. During the NOFA meeting the CoC approved the reallocation of a PSH project that had been unable to utilize all their grant funds. This was the only criteria for reallocation.
DV Bonus

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at:
https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
The FY 2019 CoC Program Competition Notice of Funding Availability at:

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

1F-1   DV Bonus Projects.

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

Yes

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

1. PH-RRH

   X

2. Joint TH/RRH

3. SSO Coordinated Entry

Applicants must click “Save” after checking SSO Coordinated Entry to view questions 1F-3 and 1F-3a.

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

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

Need Housing or Services

106.00

FY2019 CoC Application  Page 17  09/20/2019
1F-2a. Local Need for DV Projects.

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

The number of survivors needing housing or services was taken from the number in Coordinated Entry over the past year who said they were fleeing. The number the CoC is currently serving is taken from HMIS and calls to all DV projects as of 8/27/19.

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

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

<table>
<thead>
<tr>
<th>Applicant Name</th>
<th>DUNS Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family Services C...</td>
<td>836486274</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Applicant Name</th>
<th>DUNS Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Alabama Coalition for the Homeless Inc.</td>
<td></td>
</tr>
<tr>
<td>AL-503 CoC Registration FY 2019</td>
<td></td>
</tr>
<tr>
<td>FY2019 CoC Application</td>
<td>Page 18</td>
</tr>
</tbody>
</table>
1F-4. PH-RRH and Joint TH and PH-RRH Project

Applicant Capacity

<table>
<thead>
<tr>
<th>DUNS Number:</th>
<th>836486274</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant Name:</td>
<td>Family Services Center</td>
</tr>
<tr>
<td>Rate of Housing Placement of DV Survivors–Percentage:</td>
<td>50.00%</td>
</tr>
<tr>
<td>Rate of Housing Retention of DV Survivors–Percentage:</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

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

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

Rate of placement = (Total number of DV survivors over the past 2 years minus DV survivors with negative exit destination) divided by total DV survivors.

Rate of retention = (Total number of DV survivors with a positive exit in the past 2 years - DV survivors with a positive exit who return to homelessness) divided by total number of DV survivors with a positive exit in the past 2 years.

Data source is CoC’s HMIS tracking of survivors assisted by the project in the past 2 years.

1F-4b. DV Survivor Housing.

**Applicants must describe how project applicant ensured DV survivors experiencing homelessness were assisted to quickly move into permanent housing.**

(limit 2,000 characters)

DV survivors and others stay in scattered site emergency shelter apartments and work with a case manager to develop a plan to exit to stable and safe permanent housing.

1F-4c. DV Survivor Safety.

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

Project applicant is an ESG recipient for ES funding and doesn't exclusively assist DV survivors. The project director has a private office and currently works with 211 and is knowledgeable of the safety needs of DV victims. The organization works with court-ordered visitation and maintains separate entrances for both parties and would be able to arrange something similar for DV victims. The project would keep location of units occupied by DV victims confidential and work with landlords to ensure the property is well maintained.

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

Applicants must describe:
1. project applicant’s experience in utilizing trauma-informed, victim-centered approaches to meet needs of DV survivors; and
2. how, if funded, the project will utilize trauma-informed, victim-centered approaches to meet needs of DV survivors by:
(a) prioritizing participant choice and rapid placement and stabilization in permanent housing consistent with participants’ preferences;
(b) establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
(c) providing program participants access to information on trauma, e.g., training staff on providing program participant with information on trauma;
(d) placing emphasis on the participant’s strengths, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;
(e) centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;
(f) delivering opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
(g) offering support for parenting, e.g., parenting classes, childcare.
(limit 4,000 characters)

The project director regularly works with 211 callers and is knowledgeable of the needs of DV survivors. Rapid rehousing will be for units chosen by the clients thereby fulfilling client choice. The organization has programs for victims, sliding scale counseling, court ordered visitation and other family strengthening programs and thus is accustomed to creating a mutually respectful environment for all concerned.

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

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

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

(limit 2,000 characters)

Project applicant is a current ESG recipient of general ES funding for scattered site apartments. In the course of assisting participants in finding safe permanent housing the applicant has paid for childcare, doctor and other professional care and encouraged participants to attend job fairs and apply for jobs, obtain legal services for child custody purposes etc.
2A. Homeless Management Information System (HMIS) Implementation

Instructions:
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

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

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2A-1. HMIS Vendor Identification. WellSky

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

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

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

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Total Number of Beds in 2019 HIC</th>
<th>Total Beds Dedicated for DV in 2019 HIC</th>
<th>Total Number of 2019 HIC Beds in HMIS</th>
<th>HMIS Bed Coverage Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Shelter (ES) beds</td>
<td>517</td>
<td>50</td>
<td>160</td>
<td>34.26%</td>
</tr>
<tr>
<td>Safe Haven (SH) beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Transitional Housing (TH) beds</td>
<td>34</td>
<td>12</td>
<td>22</td>
<td>100.00%</td>
</tr>
<tr>
<td>Rapid Re-Housing (RRH) beds</td>
<td>32</td>
<td>0</td>
<td>32</td>
<td>100.00%</td>
</tr>
<tr>
<td>Permanent Supportive Housing (PSH) beds</td>
<td>298</td>
<td>0</td>
<td>70</td>
<td>23.49%</td>
</tr>
<tr>
<td>Other Permanent Housing (OPH) beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>

2A-2a. Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-2.

For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-2., applicants must describe:
1. steps the CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and
2. how the CoC will implement the steps described to increase bed coverage to at least 85 percent.

(limit 2,000 characters)

NACH will hire a data entry clerk to input Rescue Mission shelter data and HUD-VASH vouchers. Until this award is made, NACH will be using Social Work student interns to begin the process of increasing HMIS bed coverage. NACH will also use barcode scanning to efficiently collect client data at our high volume shelters such as the Downtown Rescue Mission and the Salvation Army. NACH will utilize funds awarded from its HMIS Capacity Building Grant to improve data collection through the creation of online /web training portals, agency HMIS data collection equipment upgrades and HMIS Administrators’ knowledge by attending HUD approved trainings.


Applicants must indicate whether the CoC submitted its LSA data to HUD in HDX 2.0.

Yes

*2A-4. HIC HDX Submission Date.

Applicants must enter the date the CoC submitted the 2019 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX).

04/25/2019 (mm/dd/yyyy)
2B. Continuum of Care (CoC) Point-in-Time Count

Instructions:
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at: https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources

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2B-1. PIT Count Date. 01/28/2019
Applicants must enter the date the CoC conducted its 2019 PIT count (mm/dd/yyyy).

2B-2. PIT Count Data—HDX Submission Date. 04/23/2019
Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).

Applicants must describe:
1. any changes in the sheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and
2. how the changes affected the CoC’s sheltered PIT count results; or
3. state “Not Applicable” if there were no changes.
(limit 2,000 characters)
Grateful Life Warming Center was open this year during the count therefore several of the street homeless persons were at that location who were not accessible in the previous year. The temperature was colder this year during the count therefore several persons whom normally reside in the camps utilized the shelters. The shelters also have an emergency weather policy which allows access to persons during lower temperatures that are normally not allowed to stay at the shelter due to being banned. This resulted in a increase from 2018.
2B-4. Sheltered PIT Count–Changes Due to Presidentially-declared Disaster.

Applicants must select whether the CoC added or removed emergency shelter, transitional housing, or Safe-Haven inventory because of funding specific to a Presidentially-declared disaster, resulting in a change to the CoC’s 2019 sheltered PIT count.

No

2B-5. Unsheltered PIT Count–Changes in Implementation.

Applicants must describe:
1. any changes in the unsheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and
2. how the changes affected the CoC’s unsheltered PIT count results; or
3. state “Not Applicable” if there were no changes.
(limit 2,000 characters)

The Grateful Life Emergency Warming Center was open this year during the count therefore several of the Street homeless persons were at that location who were not accessible in the previous year. This resulted in a decreased unsheltered count from 2018.

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

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

Yes

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

Applicants must describe how the CoC engaged stakeholders serving youth experiencing homelessness to:
1. plan the 2019 PIT count;
2. select locations where youth experiencing homelessness are most likely to be identified; and
3. involve youth in counting during the 2019 PIT count.
(limit 2,000 characters)

Local School Homeless Liaisons, family shelters and the food distribution center were notified of the count and asked to contribute to it. Safe Harbor RHY TLP staff were used to help identify areas homeless youth may frequent. Outreach Teams visited areas such as skate parks and other recreation facilities known to be frequented by youth.
2B-7. PIT Count–Improvements to Implementation.

Applicants must describe the CoC’s actions implemented in its 2019 PIT count to better count:
1. individuals and families experiencing chronic homelessness;
2. families with children experiencing homelessness; and
3. Veterans experiencing homelessness.
(limit 2,000 characters)

Multiple outreach teams, the day shelter, shelters and soup kitchens were notified of the count and the importance of questions designed to help determine chronic status. Local School Homeless Liaisons, family shelters and the food distribution center were notified of the count and asked to contribute to it. HUD-VASH and the SSVF project, Priority Veteran, were also notified of the count and asked to contribute their data to it as well.
3A. Continuum of Care (CoC) System Performance

Instructions
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at: https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources

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*3A-1. First Time Homeless as Reported in HDX.

Applicants must:

Report the Number of First Time Homeless as Reported in HDX. 708


Applicants must:
1. describe the process the CoC developed to identify risk factors the CoC uses to identify persons becoming homeless for the first time;
2. describe the CoC’s strategy to address individuals and families at risk of becoming homeless; and
3. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the number of individuals and families experiencing homelessness for the first time. (limit 2,000 characters)

Coordinated Assessment helps identify persons who are at risk of becoming homeless either because they have an eviction notice or are unstably housed. We also have relationships with Huntsville City Schools Homeless Liaison, Nicole Jones, Keith Tarwick, Madison County Schools Liaison and Decatur City Schools Homeless Liaison, Latoya Brown. Executive Director Lineise Arnold has also been asked to serve on the Al. State Dept. of Education Homeless Advisory Committee. Sandra Williams the ILP Director for the Huntsville Madison County Dept of Human Resources(DHR) helps identify families as well as clients who are about to or have already aged out of foster care and who are in need of assistance or at risk of becoming homeless. This enables us to also
track unaccompanied youth and runaway clients who are new to the homeless system and who may have aged out of foster care and may be eligible to receive services. NACH serves at our local Food Distribution Center in order to facilitate relationships with those individuals who may be at risk of becoming homeless. Library personnel located at our Satellite Office often keep an eye out for families that frequent the library or stay at the library for extended periods of time and make referrals to Coordinated Entry. Fran Fuhler with the Manna House Food Distribution Center often engages with families who are homeless or at risk of becoming homeless. She identifies the family and has them meet with me on one of the three days a week. The NACH Director is at the Distribution Center conducting Outreach and Community Education. We then refer the person to the most appropriate Homelessness Prevention program. Community Action provides ESG Homelessness Prevention and Priority Veteran utilizes SSVF HP funds to assist veterans who are facing homelessness. The City of Huntsville’s Community Development Department is responsible for overseeing strategy for reducing first time homelessness.

*3A-2. Length of Time Homeless as Reported in HDX.

Applicants must:

<table>
<thead>
<tr>
<th>Report Average Length of Time Individuals and Persons in Families Remained Homeless as Reported in HDX.</th>
</tr>
</thead>
<tbody>
<tr>
<td>80</td>
</tr>
</tbody>
</table>


Applicants must:
1. describe the CoC’s strategy to reduce the length of time individuals and persons in families remain homeless;
2. describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
3. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the length of time individuals and families remain homeless.

(2,000 characters)

Our strategy to reduce length of time homeless has been to collaborate with the Housing Authority by providing priority referrals on behalf of homeless clients for subsidized apartments. Utilization of Coordinated Assessment helps identify and prioritize chronic and long-term homeless persons. We also have a relationship with our school system and DHR agencies that help identify families who are in need of assistance. NACH serves at our local Food Distribution Center in order to facilitate relationships with those individuals who may be homeless. We then refer the person to the most appropriate program such as Roger Frazier, Housing Specialist with Community Action which provides ESG Rapid Re-Housing Assistance or Priority Veteran for SSVF RRH. NACH Director, Liniese Arnold is responsible for overseeing CoC strategy to reduce length of time homeless.

*3A-3. Successful Permanent Housing Placement and Retention as
Applicants must:

1. Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations as reported in HDX.  
   
<table>
<thead>
<tr>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>42%</td>
</tr>
</tbody>
</table>

2. Report the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.  
   
<table>
<thead>
<tr>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>96%</td>
</tr>
</tbody>
</table>

3A-3a. Exits to Permanent Housing Destinations/Retention of Permanent Housing.

Applicants must:
1. describe the CoC’s strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;  
2. provide the organization name or position title responsible for overseeing the CoC’s strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;  
3. describe the CoC’s strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations; and  
4. provide the organization name or position title responsible for overseeing the CoC’s strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations.  

(limit 2,000 characters)

Coordinated Entry fast tracks client applications through the Housing Authority. Other CoC strategy to increase the rate of exit to permanent housing or the retention of permanent housing has been to educate and emphasize this during CoC and committee meetings as well as plan to expand By Name List meetings beyond just veterans. The Shelter Committee will address best practices on transitioning clients to PH. Roger Frazier with Community Action will assist with the utility and rental deposits through the utilization of ESG and LIHEAP funds. After placement clients will continue to receive Case Management services. FEMA EFSP will be utilized to help retain housing in a financial crisis. Darlene Burton with Salvation Army provides the FEMA Emergency Utility Assistance and Kermit Elliot with Catholic Family Center of Concern provides the FEMA Emergency Rental Assistance. Families will be referred to Lauretta Moore for the Family Services Center Financial Literacy Program. Unaccompanied youth will be referred to the Alabama Cooperative Extension Program 4-H Foundation Agent, Nikki Corenelison and Walter Harris the County Extension Coordinator. Clients interested in the food service industry will be referred to Julie Johnson of Serving Hope, a food service training program. Wellstone Behavioral Health, the sole PSH project, is responsible for PSH positive exit or retention strategy.
**3A-4. Returns to Homelessness as Reported in HDX.**

Applicants must:

<table>
<thead>
<tr>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.</td>
</tr>
<tr>
<td>2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.</td>
</tr>
</tbody>
</table>

**3A-4a. Returns to Homelessness—CoC Strategy to Reduce Rate.**

Applicants must:

1. describe the strategy the CoC has implemented to identify individuals and persons in families who return to homelessness;
2. describe the CoC’s strategy to reduce the rate of additional returns to homelessness; and
3. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the rate of individuals and persons in families return to homelessness.

(limit 2,000 characters)

The CoC has provided Case Management training to better equip our providers in supporting their clients to remain in housing. We also help link our clients to mainstream benefits by assisting them with the application processes. While receiving case management we refer our clients to workforce development programs and encourage them to seek or complete their education. We encourage 6 months of aftercare assistance post-exit from our programs. FEMA EFSP will be utilized to help retain housing in financial crisis. Darlene Burton with Salvation Army will provide the FEMA Emergency Utility Assistance and Kermit Elliot with Catholic Family Center of Concern will provide the FEMA Emergency Rental Assistance. Families will be referred Lauretta Moore for the Family Services Center Financial Literacy Program. Unaccompanied Youth will be referred to Dr. Theresa Jones with the Alabama Cooperative Extension Program. Walter Harris the County Extension Coordinator will conduct classes at our Satellite Office on Agriculture and Landscape job skills. Clients interested in the food service industry will be referred to Julie Johnson of Serving Hope, a food service training program. NACH is responsible for overseeing CoC strategy to reduce returns to homelessness.

**3A-5. Cash Income Changes as Reported in HDX.**

Applicants must:

<table>
<thead>
<tr>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their employment income from entry to exit as reported in HDX.</td>
</tr>
<tr>
<td>2. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their non-employment cash income from entry to exit as reported in HDX.</td>
</tr>
</tbody>
</table>

Applicants must:
1. describe the CoC's strategy to increase employment income;
2. describe the CoC’s strategy to increase access to employment;
3. describe how the CoC works with mainstream employment organizations to help individuals and families increase their cash income; and
4. provide the organization name or position title that is responsible for overseeing the CoC’s strategy to increase jobs and income from employment.

(limit 2,000 characters)

The CoC's strategy to increase employment income and access to employment is to refer clients to existing work programs such as the VA, the Department of Human Resources JOBS Program, the Drake State Technical College Ready to Work Program, Alabama Cooperative Extension Workforce Development Program and the HUBZone collaboration with local food distribution center, Manna House and other job-related programs as well assist them in attending local job fairs. We utilize our local Career Center to help clients in their employment search and encourage clients to seek higher education and have relationships with both Calhoun Community College.


Applicants must:
1. describe the CoC's strategy to increase non-employment cash income;
2. describe the CoC’s strategy to increase access to non-employment cash sources;
3. provide the organization name or position title that is responsible for overseeing the CoC’s strategy to increase non-employment cash income.

The Coordinated Assessment team located at the library makes local IDs for homeless persons that can be used to obtain SNAP benefits. They also encourage and assist the homeless with applications for SSI. The CoC Director Lineise Arnold is responsible for overseeing strategy on mainstream benefits.


Applicants must describe how the CoC:
1. promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and
2. is working with public and private organizations to provide meaningful, education and training, on-the-job training, internship, and employment opportunities for residents of permanent supportive housing that further their recovery and well-being.
The CoC partnered with Alabama Cooperative Extension to conduct 8 Workforce Development classes and an additional series of classes given on Agriculture and Landscaping industries. NACH will partner with our local library and provide incentives for attending classes on online job searching, interviewing skills, and resume writing. NACH will partner with the University of Alabama Huntsville Campus for Microsoft Office skills training. NACH received a Torch Foundation Grant to assist with the implementation of our Work Force Development Program. The grant will assist client with employment retention by providing a bus pass for clients once employment is obtained. Clients will receive bus tickets to assist clients with their employment search too. NACH will provide assistance such as work boots and other required clothing for employment once obtained.


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

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

3A-6. System Performance Measures

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

| FY2019 CoC Application | Page 32 | 09/20/2019 |

05/30/2019
3B. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at: https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources

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

3B-1. Prioritizing Households with Children.

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

<table>
<thead>
<tr>
<th>Factor</th>
<th>Selection</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse)</td>
<td>X</td>
</tr>
<tr>
<td>2. Number of previous homeless episodes</td>
<td>X</td>
</tr>
<tr>
<td>3. Unsheltered homelessness</td>
<td>X</td>
</tr>
<tr>
<td>4. Criminal History</td>
<td></td>
</tr>
<tr>
<td>5. Bad credit or rental history</td>
<td></td>
</tr>
<tr>
<td>6. Head of Household with Mental/Physical Disability</td>
<td>X</td>
</tr>
</tbody>
</table>

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

Applicants must:
1. describe how the CoC currently rehouses every household of families with children within 30 days of becoming homeless that addresses both housing and service needs;
2. describe how the CoC addresses both housing and service needs to ensure families with children successfully maintain their housing once
assistance ends; and
3. provide the organization name or position title responsible for overseeing the CoC’s strategy to rapidly rehouse families with children within 30 days of them becoming homeless.
(limit 2,000 characters)

NACH currently prioritizes homeless families with children for rapid rehousing resources based on VISPDAAT score and length of time homeless. SSVF RRH funds are available for Veteran families. Due to lack of RRH resources for non-Vets, families are also fast-tracked through the Housing Authority and are often housed within a month. All projects included CE assist families with obtaining mainstream resources needed to sustain housing and post-exit support is available to maintain housing stability. The City of Huntsville's Community Development department is responsible for the CoC's RRH strategy for families with children.

3B-1b. Antidiscrimination Policies.

Applicants must check all that apply that describe actions the CoC is taking to ensure providers (including emergency shelter, transitional housing, and permanent housing (PSH and RRH)) within the CoC adhere to antidiscrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on any protected classes under the Fair Housing Act, and consistent with 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing.

1. CoC conducts mandatory training for all CoC- and ESG-funded housing and services providers on these topics.  

2. CoC conducts optional training for all CoC- and ESG-funded housing and service providers on these topics.  

3. CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.  

4. CoC has worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within the CoC geographic area that might be out of compliance and has taken steps to work directly with those facilities to come into compliance.

3B-1c. Unaccompanied Youth Experiencing Homelessness–Addressing Needs.

Applicants must indicate whether the CoC’s strategy to address the unique needs of unaccompanied youth experiencing homelessness who are 24 years of age and younger includes the following:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Unsheltered homelessness</td>
<td>Yes</td>
</tr>
<tr>
<td>2. Human trafficking and other forms of exploitation</td>
<td>Yes</td>
</tr>
<tr>
<td>3. LGBT youth homelessness</td>
<td>Yes</td>
</tr>
<tr>
<td>4. Exits from foster care into homelessness</td>
<td>Yes</td>
</tr>
<tr>
<td>5. Family reunification and community engagement</td>
<td>Yes</td>
</tr>
</tbody>
</table>
3B-1c.1. Unaccompanied Youth Experiencing Homelessness—Prioritization Based on Needs.

Applicants must check all that apply that describes the CoC’s current strategy to prioritize unaccompanied youth based on their needs.

| 1. History of, or Vulnerability to, Victimization (e.g., domestic violence, sexual assault, childhood abuse) | X |
| 2. Number of Previous Homeless Episodes | X |
| 3. Unsheltered Homelessness | X |
| 4. Criminal History |  |
| 5. Bad Credit or Rental History |  |

3B-1d. Youth Experiencing Homelessness—Housing and Services Strategies.

Applicants must describe how the CoC increased availability of housing and services for:
1. all youth experiencing homelessness, including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive; and
2. youth experiencing unsheltered homelessness including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive.

(limit 3,000 characters)

Our CoC has 2 RHY projects, one is BCP project for minors and another a TLP project for older youths called Safe Harbor. Our CoC has services for the amelioration of family conflict, creating an inclusive community for LGBTQ youth; supports for pregnant and parenting youth and youth involved with juvenile justice, child welfare systems and other institutions as well as for children with disabilities and victims of violence.

3B-1d.1. Youth Experiencing Homelessness—Measuring Effectiveness of Housing and Services Strategies.

Applicants must:
1. provide evidence the CoC uses to measure each of the strategies in question 3B-1d. to increase the availability of housing and services for youth experiencing homelessness;
2. describe the measure(s) the CoC uses to calculate the effectiveness of both strategies in question 3B-1d.; and
3. describe why the CoC believes the measure it uses is an appropriate way to determine the effectiveness of both strategies in question 3B-1d. (limit 3,000 characters)

Even with the assistance of our two RHY projects, LEAs etc. no unsheltered unaccompanied minors were counted during the PIT and older unsheltered youths were very few in number(2). The PIT Count is the only time we actively look for homeless in multiple sites at the same time.

3B-1e. Collaboration–Education Services.

Applicants must describe:

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

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

(limit 2,000 characters)

NACH Executive Director Lineise Arnold has been asked to serve on the State of Al. Department of Education Homelessness Advisory Committee. The use of RRH and HP funds to assist with prevention and intervention services for families will be utilized whenever applicable. Assistance will be provided to children under the McKinney-Vento guidelines. Assistance will be provided with transportation, basic needs of clothing and school supplies to families experiencing homelessness. The local shelters have tutorial programs as well. Referrals are provided to NACH from school guidance counselors as well as programs that work with students such as the Circle Project, Heals Clinic and Back Pack Programs. Our Huntsville City Schools System Liaison, Nicole Johnson, attends CoC meetings and has cooperative relationships with all shelters serving children. Ms. Johnson regularly arranges for children to get back and forth to school and meet all their school-related needs. Decatur City Schools LEA Latoya Brown often contacts NACH to seek assistance and discuss resources or lack thereof in the Morgan County Schools System. All shelters, HUD-funded or not, are aware that school-age children must be in school and do comply with McKinney-Vento.
3B-1e.1. Informing Individuals and Families Experiencing Homelessness about Education Services Eligibility.

Applicants must describe policies and procedures the CoC adopted to inform individuals and families who become homeless of their eligibility for education services. (limit 2,000 characters)

Huntsville City Schools LEA Nicole Johnson and Morgan County LEA Latoya Brown meet with all homeless families referred to them and inform them of education services available to them under McKinney-Vento such as assistance with transportation, basic needs of clothing and school supplies to families experiencing homelessness. Ms. Johnson, a member of the CoC, visits and maintains cooperative arrangements with all the family shelters and regularly arranges for children to get back and forth to school and meets all their school-related needs. Latoya Brown often contacts NACH to discuss resources. RRH and HP funds assist with prevention and intervention services for families whenever applicable. The local shelters have tutorial programs as well. All shelters, HUD-funded or not, are aware that school-age children must be in school and do comply with McKinney-Vento and inform parents of its existence and purpose of helping children stay in school despite housing crises.

3B-1e.2. Written/Formal Agreements or Partnerships with Early Childhood Services Providers.

Applicant must indicate whether the CoC has an MOU/MOA or other types of agreements with listed providers of early childhood services and supports and may add other providers not listed.

<table>
<thead>
<tr>
<th>Early Childhood Providers</th>
<th>MOU/ MOA</th>
<th>Other Formal Agreement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Start</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Early Head Start</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Child Care and Development Fund</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Federal Home Visiting Program</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Healthy Start</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Public Pre-K</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Birth to 3 years</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Tribal Home Visiting Program</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Other: (limit 50 characters)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

Applicant must indicate whether the CoC uses an active list or by-name list to identify all veterans experiencing homelessness in the CoC.

Yes
3B-2a. VA Coordination–Ending Veterans Homelessness.

Applicants must indicate whether the CoC is actively working with the U.S. Department of Veterans Affairs (VA) and VA-funded programs to achieve the benchmarks and criteria for ending veteran homelessness.  

Yes

3B-2b. Housing First for Veterans.

Applicants must indicate whether the CoC has sufficient resources to ensure each veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach.  

Yes


Applicants must:
1. select all that apply to indicate the findings from the CoC’s Racial Disparity Assessment; or
2. select 7 if the CoC did not conduct a Racial Disparity Assessment.

1. People of different races or ethnicities are more likely to receive homeless assistance.  

X

2. People of different races or ethnicities are less likely to receive homeless assistance.  

X

3. People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.  

X

4. People of different races or ethnicities are less likely to receive a positive outcome from homeless assistance.  

X

5. There are no racial or ethnic disparities in the provision or outcome of homeless assistance.  


6. The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance.  

X

7. The CoC did not conduct a racial disparity assessment.  


3B-3a. Addressing Racial Disparities.

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

1. The CoC is ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.  

X

2. The CoC has identified the cause(s) of racial disparities in their homeless system.  


3. The CoC has identified strategies to reduce disparities in their homeless system.

4. The CoC has implemented strategies to reduce disparities in their homeless system.

5. The CoC has identified resources available to reduce disparities in their homeless system.

6. The CoC did not conduct a racial disparity assessment.
4A. Continuum of Care (CoC) Accessing Mainstream Benefits and Additional Policies

Instructions:
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

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

4A-1. Healthcare–Enrollment/Effective Utilization

Applicants must indicate, for each type of healthcare listed below, whether the CoC assists persons experiencing homelessness with enrolling in health insurance and effectively utilizing Medicaid and other benefits.

<table>
<thead>
<tr>
<th>Type of Health Care</th>
<th>Assist with Enrollment</th>
<th>Assist with Utilization of Benefits?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Health Care Benefits</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>(State or Federal benefits, Medicaid, Indian Health Services)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Private Insurers:</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Non-Profit, Philanthropic:</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Other: (limit 50 characters)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>


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

Applicant: North Alabama Coalition for the Homeless Inc.  
Project: AL-503 CoC Registration FY 2019
health insurance;
4. describe how the CoC provides assistance with the effective utilization of Medicaid and other benefits; and
5. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy for mainstream benefits.

(limit 2,000 characters)

The Coordinated Assessment team makes local IDs for homeless persons that can be used to obtain SNAP benefits. They also encourage and assist the homeless with applications for SSI and applying for Housing Authority apartments. The CoC has a relationship with Thrive Alabama and the Health Care for the Homeless grantee. The CoC has established a Health Care Committee in which the local Huntsville Hospital Discharge Patient Services Advocate Akeem Davis is the Co-Chair. Executive Director Lineise Arnold has been asked to serve on the North Alabama Community Health Care Committee and is responsible for overseeing strategy on mainstream benefits.

4A-2. Lowering Barriers to Entry Data:

Applicants must report:

<table>
<thead>
<tr>
<th>Description</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition.</td>
<td>3</td>
</tr>
<tr>
<td>2. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.</td>
<td>3</td>
</tr>
<tr>
<td>Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects the CoC has ranked in its CoC Priority Listing in the FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.</td>
<td>100%</td>
</tr>
</tbody>
</table>


Applicants must:
1. describe the CoC’s street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;
2. state whether the CoC’s Street Outreach covers 100 percent of the CoC’s geographic area;
3. describe how often the CoC conducts street outreach; and
4. describe how the CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance.

(limit 2,000 characters)

The CoC covers 3 counties. Street outreach is well established in the county with the largest sheltered / unsheltered population and is conducted there at least twice per week. Unsheltered homeless have not been reported in another county so there is no outreach there. The third county has inreach feeding several times per week for the homeless who don't eat at the local shelter. Outreach teams create and maintain relationships with all unsheltered homeless including those that resist housing assistance. CE operates out of the local library where many homeless spend time and distributes food packs through the FEMA EFSP grant to encourage people to connect with staff and obtain services that may end their homelessness. NACH has been increasing
coordination between agencies providing outreach and identifying ways for outreach staff to utilize HMIS.

4A-4. RRH Beds as Reported in HIC.

Applicants must report the total number of rapid rehousing beds available to serve all household types as reported in the Housing Inventory Count (HIC) for 2018 and 2019.

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>RRH beds available to serve all populations in the HIC</td>
<td>0</td>
<td>32</td>
<td>32</td>
</tr>
</tbody>
</table>

No

Applicants must indicate whether any new project application the CoC ranked and submitted in its CoC Priority Listing in the FY 2019 CoC Program Competition is requesting $200,000 or more in funding for housing rehabilitation or new construction.

No

Applicants must indicate whether the CoC is requesting to designate one or more of its SSO or TH projects to serve families with children or youth defined as homeless under other federal statutes.
4B. Attachments

**Instructions:**

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

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Required?</th>
<th>Document Description</th>
<th>Date Attached</th>
</tr>
</thead>
<tbody>
<tr>
<td>1C-4. PHA Administration Plan—Moving On Multifamily Assisted Housing Owners’ Preference.</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1C-4. PHA Administrative Plan Homeless Preference.</td>
<td>No</td>
<td>PHA Homeless Pref...</td>
<td>09/19/2019</td>
</tr>
<tr>
<td>1C-7. Centralized or Coordinated Assessment System.</td>
<td>Yes</td>
<td>Coordinated Asses...</td>
<td>08/05/2019</td>
</tr>
<tr>
<td>1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.</td>
<td>Yes</td>
<td>AL503 Public Post...</td>
<td>09/16/2019</td>
</tr>
<tr>
<td>1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.</td>
<td>Yes</td>
<td>AL503 Public Post...</td>
<td>09/16/2019</td>
</tr>
<tr>
<td>1E-1. Public Posting–30-Day Local Competition Deadline.</td>
<td>Yes</td>
<td>Local Deadline We...</td>
<td>07/23/2019</td>
</tr>
<tr>
<td>1E-1. Public Posting–Local Competition Announcement.</td>
<td>Yes</td>
<td>CoC NOFA RFP</td>
<td>07/23/2019</td>
</tr>
<tr>
<td>1E-4. Public Posting–CoC-Approved Consolidated Application</td>
<td>Yes</td>
<td>AL503 Consolidate...</td>
<td>09/18/2019</td>
</tr>
<tr>
<td>3A. Written Agreement with Local Education or Training Organization.</td>
<td>No</td>
<td>Workforce Develop...</td>
<td>09/20/2019</td>
</tr>
<tr>
<td>3A. Written Agreement with State or Local Workforce Development Board.</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3B-3. Summary of Racial Disparity Assessment.</td>
<td>Yes</td>
<td>CoC Racial Equity...</td>
<td>09/04/2019</td>
</tr>
<tr>
<td>4A-7a. Project List-Homeless under Other Federal Statutes.</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>No</td>
<td>Grant for Improvi...</td>
<td>09/20/2019</td>
</tr>
<tr>
<td>Other</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>----</td>
<td>---</td>
<td></td>
</tr>
</tbody>
</table>

Applicant: North Alabama Coalition for the Homeless Inc.

Project: AL-503 CoC Registration FY 2019
Attachment Details

Document Description: 2019 HDX Competition Report

Attachment Details

Document Description:

Attachment Details

Document Description: PHA Homeless Preference

Attachment Details

Document Description: Coordinated Assessment Policy

Attachment Details

Document Description: AL503 Public Posting Ranking 9/15/19

Attachment Details

Document Description: AL503 Public Posting Ranking 9/15/19
Attachment Details

Document Description: Local Deadline Web Posting

Attachment Details

Document Description: CoC NOFA RFP

Attachment Details

Document Description: AL503 Consolidated Application Posting

Attachment Details

Document Description: Workforce Development Grant and Classes

Attachment Details
Document Description:  CoC Racial Equity Summary

Attachment Details

Document Description:  Grant for Improving Homeless Employment

Attachment Details

Document Description:
Submission Summary

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

<table>
<thead>
<tr>
<th>Page</th>
<th>Last Updated</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A. Identification</td>
<td>09/16/2019</td>
</tr>
<tr>
<td>1B. Engagement</td>
<td>09/17/2019</td>
</tr>
<tr>
<td>1C. Coordination</td>
<td>09/17/2019</td>
</tr>
<tr>
<td>1D. Discharge Planning</td>
<td>No Input Required</td>
</tr>
<tr>
<td>1E. Local CoC Competition</td>
<td>09/17/2019</td>
</tr>
<tr>
<td>1F. DV Bonus</td>
<td>09/17/2019</td>
</tr>
<tr>
<td>2A. HMIS Implementation</td>
<td>09/17/2019</td>
</tr>
<tr>
<td>2B. PIT Count</td>
<td>09/17/2019</td>
</tr>
<tr>
<td>3A. System Performance</td>
<td>09/17/2019</td>
</tr>
<tr>
<td>3B. Performance and Strategic Planning</td>
<td>09/17/2019</td>
</tr>
<tr>
<td>4A. Mainstream Benefits and Additional Policies</td>
<td>09/16/2019</td>
</tr>
<tr>
<td>4B. Attachments</td>
<td>09/20/2019</td>
</tr>
<tr>
<td>Submission Summary</td>
<td>No Input Required</td>
</tr>
</tbody>
</table>
### Total Population PIT Count Data

<table>
<thead>
<tr>
<th></th>
<th>2016 PIT</th>
<th>2017 PIT</th>
<th>2018 PIT</th>
<th>2019 PIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count</td>
<td>385</td>
<td>436</td>
<td>424</td>
<td>464</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>282</td>
<td>325</td>
<td>283</td>
<td>358</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>16</td>
<td>12</td>
<td>25</td>
<td>19</td>
</tr>
<tr>
<td>Total Sheltered Count</td>
<td>298</td>
<td>337</td>
<td>308</td>
<td>377</td>
</tr>
<tr>
<td>Total Unsheltered Count</td>
<td>87</td>
<td>99</td>
<td>116</td>
<td>87</td>
</tr>
</tbody>
</table>

### Chronically Homeless PIT Counts

<table>
<thead>
<tr>
<th></th>
<th>2016 PIT</th>
<th>2017 PIT</th>
<th>2018 PIT</th>
<th>2019 PIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count of Chronically Homeless Persons</td>
<td>102</td>
<td>64</td>
<td>111</td>
<td>96</td>
</tr>
<tr>
<td>Sheltered Count of Chronically Homeless Persons</td>
<td>59</td>
<td>49</td>
<td>57</td>
<td>66</td>
</tr>
<tr>
<td>Unsheltered Count of Chronically Homeless Persons</td>
<td>43</td>
<td>15</td>
<td>54</td>
<td>30</td>
</tr>
</tbody>
</table>
## Homeless Households with Children PIT Counts

<table>
<thead>
<tr>
<th></th>
<th>2016 PIT</th>
<th>2017 PIT</th>
<th>2018 PIT</th>
<th>2019 PIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children</td>
<td>29</td>
<td>33</td>
<td>30</td>
<td>39</td>
</tr>
<tr>
<td>Sheltered Count of Homeless Households with Children</td>
<td>29</td>
<td>32</td>
<td>27</td>
<td>39</td>
</tr>
<tr>
<td>Unsheltered Count of Homeless Households with Children</td>
<td>0</td>
<td>1</td>
<td>3</td>
<td>0</td>
</tr>
</tbody>
</table>

## Homeless Veteran PIT Counts

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count of the Number of Homeless Veterans</td>
<td>69</td>
<td>29</td>
<td>27</td>
<td>34</td>
<td>40</td>
</tr>
<tr>
<td>Sheltered Count of Homeless Veterans</td>
<td>59</td>
<td>21</td>
<td>23</td>
<td>21</td>
<td>28</td>
</tr>
<tr>
<td>Unsheltered Count of Homeless Veterans</td>
<td>10</td>
<td>8</td>
<td>4</td>
<td>13</td>
<td>12</td>
</tr>
</tbody>
</table>
### HMIS Bed Coverage Rate

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Total Beds in 2019 HIC</th>
<th>Total Beds in 2019 HIC Dedicated for DV</th>
<th>Total Beds in HMIS</th>
<th>HMIS Bed Coverage Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Shelter (ES) Beds</td>
<td>517</td>
<td>50</td>
<td>160</td>
<td>34.26%</td>
</tr>
<tr>
<td>Safe Haven (SH) Beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>NA</td>
</tr>
<tr>
<td>Transitional Housing (TH) Beds</td>
<td>34</td>
<td>12</td>
<td>22</td>
<td>100.00%</td>
</tr>
<tr>
<td>Rapid Re-Housing (RRH) Beds</td>
<td>32</td>
<td>0</td>
<td>32</td>
<td>100.00%</td>
</tr>
<tr>
<td>Permanent Supportive Housing (PSH) Beds</td>
<td>298</td>
<td>0</td>
<td>70</td>
<td>23.49%</td>
</tr>
<tr>
<td>Other Permanent Housing (OPH) Beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>NA</td>
</tr>
<tr>
<td><strong>Total Beds</strong></td>
<td><strong>881</strong></td>
<td><strong>62</strong></td>
<td><strong>284</strong></td>
<td><strong>34.68%</strong></td>
</tr>
</tbody>
</table>
## PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

<table>
<thead>
<tr>
<th>Chronically Homeless Bed Counts</th>
<th>2016 HIC</th>
<th>2017 HIC</th>
<th>2018 HIC</th>
<th>2019 HIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC</td>
<td>88</td>
<td>296</td>
<td>300</td>
<td>288</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Households with Children</th>
<th>2016 HIC</th>
<th>2017 HIC</th>
<th>2018 HIC</th>
<th>2019 HIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>RRH units available to serve families on the HIC</td>
<td>4</td>
<td>0</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>

## Rapid Rehousing Beds Dedicated to All Persons

<table>
<thead>
<tr>
<th>All Household Types</th>
<th>2016 HIC</th>
<th>2017 HIC</th>
<th>2018 HIC</th>
<th>2019 HIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>RRH beds available to serve all populations on the HIC</td>
<td>39</td>
<td>3</td>
<td>32</td>
<td></td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>Measure</th>
<th>FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Persons in ES and SH</td>
<td>309</td>
<td>650</td>
<td>-32</td>
</tr>
<tr>
<td>1.2 Persons in ES, SH, and TH</td>
<td>349</td>
<td>684</td>
<td>-35</td>
</tr>
</tbody>
</table>

b. This measure is based on data element 3.17.

This measure includes data from each client’s Living Situation (Data Standards element 3.917) response as well as time spent in permanent housing projects between Project Start and Housing Move-In. This information is added to the client’s entry date, effectively extending the client’s entry date backward in time. This “adjusted entry date” is then used in the calculations just as if it were the client’s actual entry date.

The construction of this measure changed, per HUD’s specifications, between FY 2016 and FY 2017. HUD is aware that this may impact the change between these two years.
# FY2018 - Performance Measurement Module (Sys PM)

<table>
<thead>
<tr>
<th></th>
<th>Universe (Persons)</th>
<th>Average LOT Homeless (bed nights)</th>
<th>Median LOT Homeless (bed nights)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Submitted FY 2017</td>
<td>FY 2018</td>
<td>Submitted FY 2017</td>
</tr>
<tr>
<td>FY 2017</td>
<td>FY 2018</td>
<td>FY 2018</td>
<td>FY 2018</td>
</tr>
<tr>
<td>1.1 Persons in ES, SH, and PH (prior to &quot;housing move in&quot;)</td>
<td>308</td>
<td>641</td>
<td>154</td>
</tr>
<tr>
<td>1.2 Persons in ES, SH, TH, and PH (prior to &quot;housing move in&quot;)</td>
<td>350</td>
<td>675</td>
<td>163</td>
</tr>
</tbody>
</table>
**Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness**

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

After entering data, please review and confirm your entries and totals. Some HMIS reports may not list the project types in exactly the same order as they are displayed below.

<table>
<thead>
<tr>
<th>Exit Type</th>
<th>Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)</th>
<th>Returns to Homelessness in Less than 6 Months</th>
<th>Returns to Homelessness from 6 to 12 Months</th>
<th>Returns to Homelessness from 13 to 24 Months</th>
<th>Number of Returns in 2 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exit was from SO</td>
<td>14</td>
<td>0%</td>
<td>7%</td>
<td>0%</td>
<td>7%</td>
</tr>
<tr>
<td>Exit was from ES</td>
<td>100</td>
<td>13%</td>
<td>6%</td>
<td>4%</td>
<td>23%</td>
</tr>
<tr>
<td>Exit was from TH</td>
<td>1</td>
<td>0%</td>
<td>0%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Exit was from SH</td>
<td>0</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>Exit was from PH</td>
<td>208</td>
<td>0%</td>
<td>1%</td>
<td>4%</td>
<td>6%</td>
</tr>
<tr>
<td>TOTAL Returns to Homelessness</td>
<td>323</td>
<td>4%</td>
<td>3%</td>
<td>4%</td>
<td>12%</td>
</tr>
</tbody>
</table>

**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).

<table>
<thead>
<tr>
<th>Category</th>
<th>January 2017</th>
<th>January 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Total PIT Count of sheltered and unsheltered persons</td>
<td>436</td>
<td>424</td>
<td>-12</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>325</td>
<td>283</td>
<td>-42</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>12</td>
<td>25</td>
<td>13</td>
</tr>
<tr>
<td>Total Sheltered Count</td>
<td>337</td>
<td>308</td>
<td>-29</td>
</tr>
<tr>
<td>Unsheltered Count</td>
<td>99</td>
<td>116</td>
<td>17</td>
</tr>
</tbody>
</table>

Metric 3.2 – Change in Annual Counts

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

<table>
<thead>
<tr>
<th>Category</th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Unduplicated Total sheltered homeless persons</td>
<td>356</td>
<td>687</td>
<td>331</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>315</td>
<td>652</td>
<td>337</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>51</td>
<td>42</td>
<td>-9</td>
</tr>
</tbody>
</table>
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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults (system stayers)</td>
<td>40</td>
<td>31</td>
<td>-9</td>
</tr>
<tr>
<td>Number of adults with increased earned income</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Percentage of adults who increased earned income</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults (system stayers)</td>
<td>40</td>
<td>31</td>
<td>-9</td>
</tr>
<tr>
<td>Number of adults with increased non-employment cash income</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Percentage of adults who increased non-employment cash income</td>
<td>3%</td>
<td>3%</td>
<td>0%</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults (system stayers)</td>
<td>40</td>
<td>31</td>
<td>-9</td>
</tr>
<tr>
<td>Number of adults with increased total income</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Percentage of adults who increased total income</td>
<td>3%</td>
<td>3%</td>
<td>0%</td>
</tr>
</tbody>
</table>
Metric 4.4 – Change in earned income for adult system leavers

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults who exited (system leavers)</td>
<td>27</td>
<td>20</td>
<td>-7</td>
</tr>
<tr>
<td>Number of adults who exited with increased earned income</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Percentage of adults who increased earned income</td>
<td>0%</td>
<td>5%</td>
<td>5%</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults who exited (system leavers)</td>
<td>27</td>
<td>20</td>
<td>-7</td>
</tr>
<tr>
<td>Number of adults who exited with increased non-employment cash income</td>
<td>10</td>
<td>6</td>
<td>-4</td>
</tr>
<tr>
<td>Percentage of adults who increased non-employment cash income</td>
<td>37%</td>
<td>30%</td>
<td>-7%</td>
</tr>
</tbody>
</table>

Metric 4.6 – Change in total income for adult system leavers

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults who exited (system leavers)</td>
<td>27</td>
<td>20</td>
<td>-7</td>
</tr>
<tr>
<td>Number of adults who exited with increased total income</td>
<td>10</td>
<td>6</td>
<td>-4</td>
</tr>
<tr>
<td>Percentage of adults who increased total income</td>
<td>37%</td>
<td>30%</td>
<td>-7%</td>
</tr>
</tbody>
</table>
**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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Person with entries into ES, SH or TH during the reporting period.</td>
<td>291</td>
<td>632</td>
<td>341</td>
</tr>
<tr>
<td>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.</td>
<td>22</td>
<td>30</td>
<td>8</td>
</tr>
<tr>
<td>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)</td>
<td>269</td>
<td>602</td>
<td>333</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Person with entries into ES, SH, TH or PH during the reporting period.</td>
<td>405</td>
<td>749</td>
<td>344</td>
</tr>
<tr>
<td>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.</td>
<td>37</td>
<td>41</td>
<td>4</td>
</tr>
<tr>
<td>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.)</td>
<td>368</td>
<td>708</td>
<td>340</td>
</tr>
</tbody>
</table>
Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD’s Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in FY2018  (Oct 1, 2017 - Sept 30, 2018) reporting period.

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

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Persons who exit Street Outreach</td>
<td>58</td>
<td>108</td>
<td>50</td>
</tr>
<tr>
<td>Of persons above, those who exited to temporary &amp; some institutional destinations</td>
<td>6</td>
<td>6</td>
<td>0</td>
</tr>
<tr>
<td>Of the persons above, those who exited to permanent housing destinations</td>
<td>25</td>
<td>10</td>
<td>-15</td>
</tr>
<tr>
<td>% Successful exits</td>
<td>53%</td>
<td>15%</td>
<td>-38%</td>
</tr>
</tbody>
</table>

Metric 7b.1 – Change in exits to permanent housing destinations
2019 HDX Competition Report

**FY2018 - Performance Measurement Module (Sys PM)**

<table>
<thead>
<tr>
<th>Metric 7b.2 – Change in exit to or retention of permanent housing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Submitted FY 2017</strong></td>
</tr>
<tr>
<td>Universe: Persons in all PH projects except PH-RRH</td>
</tr>
<tr>
<td>Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations</td>
</tr>
<tr>
<td>% Successful exits/retention</td>
</tr>
</tbody>
</table>
This is a new tab for FY 2016 submissions only. Submission must be performed manually (data cannot be uploaded). Data coverage and quality will allow HUD to better interpret your Sys PM submissions.

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

You may enter a note about any field if you wish to provide an explanation about your data quality results. This is not required.
### 2019 HDX Competition Report
#### FY2018 - SysPM Data Quality

<table>
<thead>
<tr>
<th></th>
<th>All ES, SH</th>
<th>All TH</th>
<th>All PSH, OPH</th>
<th>All RRH</th>
<th>All Street Outreach</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Number of non-DV Beds on HIC</td>
<td>448</td>
<td>382</td>
<td>407</td>
<td>454</td>
<td>29</td>
</tr>
<tr>
<td>2. Number of HMIS Beds</td>
<td>130</td>
<td>129</td>
<td>82</td>
<td>101</td>
<td>22</td>
</tr>
<tr>
<td>3. HMIS Participation Rate from HIC (%)</td>
<td>29.02</td>
<td>33.77</td>
<td>20.15</td>
<td>22.25</td>
<td>75.86</td>
</tr>
<tr>
<td>4. Unduplicated Persons Served (HMIS)</td>
<td>500</td>
<td>240</td>
<td>315</td>
<td>738</td>
<td>44</td>
</tr>
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<td>5. Total Leavers (HMIS)</td>
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<td>175</td>
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<td>6. Destination of Don't Know, Refused, or Missing (HMIS)</td>
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<td>25</td>
<td>24</td>
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<td>7. Destination Error Rate (%)</td>
<td>68.25</td>
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<td>10.00</td>
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2019 HDX Competition Report
Submission and Count Dates for AL-503 - Huntsville/North Alabama CoC

Date of PIT Count

| Date CoC Conducted 2019 PIT Count | 1/28/2019 |

Report Submission Date in HDX

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September 19, 2019

Lineise Arnold  
Executive Director  
The North Alabama Coalition for the Homeless  
P.O. Box 2991  
Huntsville, AL 35804

Dear Ms. Arnold:

Huntsville Housing Authority (HHA) is providing the following information in support to the North Alabama Coalition for the Homeless (NACH) application for Continuum of Care Grant funds from the Department of Housing and Urban Development.

According to the HHA's Admission and Continuing Occupancy Policy (ACOP), applicants for public housing receive the additional points noted below at the time of their application. These points allow an applicant to receive housing sooner than they would without the points, as long as HHA can verify the information that they provide.

I. Homeless Preference / Veteran Preference (4 Points)

Applies to applicants who can document that they:
- Lack a fixed, regular and adequate nighttime residence,
- Have a primary nighttime residence that is a supervised public or private shelter providing temporary accommodations,
- Abide in a public or private place not ordinarily used as an accommodation for human beings (lacks indoor plumbing, toilet facilities, bathing facilities, adequate or safe electrical service, heat, or kitchen).

Or,
2. **Involuntarily Displaced Preference (20 Points)**

Applies to the following:

- Victims of a Natural Disaster that has be so declared by a local, state, or federal government entity (fire, flood, earthquake, etc.) (public housing assistance must be sought within six (6) months from the date of the natural disaster)
- Subject to a documented action by a local, state, or federal government entity related to code enforcement, public improvement, or development
- Participant in a State or Federal Witness Protection Program
- A victim of Domestic Violence

Between July 2018 and June 2019, seventeen (17) families that requested a homeless preference were admitted to the public housing program (5% of new admissions). During the same period, the Housing Choice Voucher program housed fifty-six (56) families that were homeless (24% of new HCV admissions).

In 2017, HHA also adopted a policy to implement the requirements of the Violence Against Women Act (VAWA. HHA fully supports the efforts of NACH to provide much needed intervention, prevention and housing services to local homeless persons and individuals fleeing domestic violence. Please let me know if you need further information.

Sincerely,

[Signature]

Terry Smythe Boyd
Superintendent of Public Housing Operations
NACH Coordinated Entry Policy and Procedures

Full Coverage

The AL-503 Continuum of Care (CoC) covers Madison, Morgan, and Limestone Counties. The coordinated entry process operated by NACH, serves as the main door of access to our coordinated entry system. Access to services are provided to clients from our centrally located Huntsville-Madison County Public Library satellite office in downtown Huntsville, which is sited in proximity to public transportation, and is accessible to individuals with disabilities. Walk-in hours of operation made available at our satellite office are Monday through Thursday 9:00am – 1:00pm and Tuesday evenings from 4:00pm – 8:00pm. Phone access is available for all individuals and families, those least likely to access homelessness assistance, and is accessible throughout Madison, Morgan and Limestone Counties Monday through Thursday from 9:00am – 3:00pm, and on Friday from 9:00am – 12:00pm.

NACH will partner with AIDB to assist individuals and families who are vision and hearing impaired. NACH will partner with Asha Kiran and Crisis Services for interpreter services to assist individuals and families with Limited English Proficiency. NACH affirmatively markets housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, age, familial status, handicap or who are least likely to apply in the absence of special outreach.

NACH Social Services at the Huntsville-Madison County Library is registered on the 2-1-1 Hotline as the Main Door access point for Coordinated Entry. NACH Social Service & Referral flyers are posted throughout the Huntsville-Madison County Public Library, local shelters, food banks, faith-based organizations, and on the NACH website. The NACH Outreach team promotes coordinated entry services by “word of mouth” at all weekly camp visits and street outreach engagements. NACH Social Services and Referral information is promoted at all NACH CoC meetings, various local community events and is administered through weekly mass email blasts.

The NACH Coordinated Entry System requires certain factors to be met before persons are entered in the HMIS system. Individuals and Families who are prioritized into the NACH Coordinated Entry System (CES) must also meet the HUD Chronically Homeless and Homeless definitions. Since non-shelter housing is in short supply in our community Permanent Supportive Housing (PSH), Rapid-Rehousing (RRH), and Emergency Solutions Grants (ESG) eligible individuals and families who may be experiencing homelessness, or are at risk of homelessness are served through coordinated entry are assessed for eligibility and assistance using a comprehensive, standardized assessment tool, the VI-SPDAT – (Vulnerability Index-Service Prioritization Decision Assistance Tool). The tool is evidence based and used to determine initial acuity (the presence of an issue) and utilized for housing triage, prioritization and housing placement. The VI-SPDAT is used to make an informed and objective decision
NACH Coordinated Entry
Policy and Procedures

regarding the level of need, recommended housing intervention of each family, and streamline eligibility determinations. *(See Appendix A)*

The HUD universal assessment is also used to rank clients for CoC and ESG services with access to the housing wait list according to vulnerability and Opening Doors priorities. Our coordinated entry system also includes assisting literally homeless person’s access to mainstream services as well as providing necessary information and referrals to other agencies and resources. Some of these mainstream and community-based emergency assistance resources are public housing applications, HMIS Homeless ID Card, Voter’s ID Registration, SNAP Application, Social Security Card Applications, Government Phone Applications, Skills for Success Training, NACH Case Management, Bus Tickets, and Housing Search Assistance.

Individuals and families who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, or stalking, but who are seeking shelter or services from non-victim specific providers are encouraged to call the Crisis Services 2-1-1 Helpline, and will not be denied services through the NACH coordinated entry system. If there is a concern of safety the client may request that their file be locked for allowable access only by RRH projects. The NACH CoC’s coordinated entry process allows drop-in service programs, and mass emergency shelters, including domestic violence shelters and other short-term crisis residential programs, to operate with as few barriers as possible. All families and individuals have the ability to access these services independent of the NACH coordinated entry hours of operation by calling Crisis Services 2-1-1 Helpline.

Individuals and families who wish to access a placement in mass shelter is an intervention that will not be prioritized through coordinated assessment. Individuals and families seeking placement in family shelters or any other housing placement will be assessed through the coordinated entry process.

All individuals and families are informed of their rights of privacy & confidentiality with the collection of data and sharing in the Homeless Management Information System (HMIS) and are made a partner in the decision-making process. Individuals and families are provided a Privacy Notice on request. All individuals and families participating in the coordinated entry system must complete an HMIS Release of Information (ROI), a NACH Authorized Release of Information Referrals/Emergency Contact, a NACH Photograph & Video Release Form (for photo upload into HMIS).
The North Alabama CoC employs a phased approach to assessment which segments the collection of participant information into the stages listed below:

**Initial Triage**
The NACH Coordinated Assessment Specialists use HUD’s Criteria for Defining Homeless to determine which category of homelessness reflects the status of families and individuals at the time they present to resolve the immediate housing crisis; identification of the CoC crisis response system as the appropriate system to address the potential participant’s immediate needs. Once status has been determined families and individuals are offered the opportunity to participate in Coordinated Assessment and be placed on the Housing List for possible housing placement.

**Outreach**
The NACH Outreach Specialists use HUD’s Criteria for Defining Homelessness to determine which category of homelessness reflects the client’s current state. Based on the information provided by the client, if the client falls in a category 1 or 2 the client is offered the opportunity to be assessed with the NACH coordinated entry process for Housing assistance.

**Diversion/Prevention Screening**
The client is informed of the opportunity to be assessed for Prevention assistance, or Referral and may be placed on the Housing List based on their VI-SPDAT score.

**Intake/Assessment**
If the client falls into one of the two HUD categories of homeless the client will complete an assessment in HMIS called The Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT). The client will also complete the NACH Wait List Assessment.

The VISPDAT ranks the client by measure of vulnerability and recommends one of three possible recommendations: Permanent Supportive Housing (PSH), Rapid Rehousing (RRH), or Not Recommended for Housing Services – at that point the client is referred to other mainstream resources. Eligible veterans will be diverted to HUD-VASH and SSVF. Those fleeing violence are referred to DV shelters. Youth will be referred to youth-centered programs if they desire. Those who are HIV positive will be referred to HOPWA and similar programs. Participants will be directed to the above interventions through a combination of the VISPDAT, an HMIS assessment and an intake worker.

**Eligibility**
The VI-SPDAT is organized across a spectrum of four domains: History of Housing, Risk Assessment, Socialization and Daily Function, and Wellness. The client is assessed using the VI-SPDAT tool, and then by the NACH Wait List Assessment.
Referral
The Housing List provides the VI-SPDAT score in descending order (highest to lowest), and by date (from most current entry to oldest entry). Both the Housing List and RRH/Prevention lists are generated as a locked PDF file and is distributed by NACH to member agencies on a weekly basis. Individuals and families are not screened out of assistance based on barriers of any sort. The dispersement of the Housing and RRH/Prevention Lists to all NACH member agencies serves as the sole referral source from which all Coordinated Entry recipients are served.

Written Standards (See Appendix C)

Emergency Solutions Grant (ESG)
The North Alabama Coalition for the Homeless has coordinated with the City of Huntsville Community Development Department (HCDD), Community Action Partnership Huntsville/Madison and Limestone Counties, LIFT Housing, New Futures Lodge, and RiahRose Home for Children with providing assistance with ESG. NACH outlines the following written standards for providing Continuum of Care assistance through the Coordinated Assessment process. The homeless prevention and rapid re-housing components of the ESG grant funds are designed to assist individuals and families to quickly regain stability in permanent housing after experiencing a housing crisis or actual homelessness. This program provides funding for households at or below the 30 percent (≤ 30%) of the Area Median Income (AMI) for which no appropriate housing options are identified and that lack sufficient resources and support networks to immediately obtain housing.

Evaluating Eligibility for Families and Individuals – Prevention Services

Intake and Assessment
Case managers will use the Continuum wide assessment tool VI-SPDAT to review the client’s situation, understand eligibility guidelines, and determine the length of assistance. Any client assessed for potential assistance with ESG funds must meet the criteria to become eligible for homelessness prevention or rapid re-housing assistance. The following outlines the individual characteristics of clients qualifying for homelessness prevention and/or rapid re-housing.

Homelessness Prevention
Clients receiving assistance must have proof of residence within the service area. Total household income must be at or below the 30 percent (≤ 30%) AMI for the area at initial assessment. Clients must provide documentation of household income, including documentation of unemployment or a zero income affidavit for clients without income. For individuals or families, unaccompanied children and youth or families with children and youth; where youth are defined as up to age 25 must meet the following HUD criteria for defining at risk of homelessness.
Rapid Re-Housing

Any client receiving rapid re-housing assistance must meet the HUD criteria for determining homelessness as either literally homeless, at imminent risk of homelessness, homeless under another federal statute, or fleeing/attempting to flee domestic violence. *(See Appendix A)*

I. Coordinating Services

Coordinating Among Providers

NACH will assess client intake into the coordinated assessment system, where client entry begins either at the central location located at the Madison County-Huntsville Main Library or by phone. A common assessment tool is utilized to allow entry of data on a client and provide transferable information when a client fits the services of another provider, without having to engage in additional assessments. Reasons for client transfer can include better fit in a specialized program, the correct geographic service area, and available resources with the community.

NACH has established Coordinated Assessment intake staff as the central point of contact for other members of the Continuum of Care regarding clients. CoC Agencies have the ability to provide NACH Coordinated intake staff with information on what current programs and resources are available to clients who enter into the coordinated entry system.

NACH will facilitate all HMIS coordinated entry training for case managers within the homeless provider system. At least one staff member is expected to attend the trainings and share all lessons learned with all housing case management staff. HCDD, in collaboration with NACH, will coordinate training for ESG staff so that case clients within the region are receiving the same quality of service across providers. The members of the Continuum will also host regular meetings to share best practices and engage in collective problem solving. Meetings will be facilitated by NACH.

II. Client Prioritization

NACH will use a shared assessment form that will target the chronically homeless and those clients with the most barriers to housing. *(See Appendices A and B)*

**Homelessness Prevention**

NACH has established measures of prioritizing clients, who are currently in their own housing, by meeting the definition for Imminent Risk of Homelessness.

**Rapid Re-Housing**

NACH will target the most vulnerable, Category 1 clients who are experiencing homelessness.
**Permanent Supportive Housing**

The North Alabama Coalition for the Homeless (NACH) has coordinated with Wellstone Behavioral Health for providing assistance with Permanent Supportive Housing. NACH outlines the following written standards for providing Continuum of Care assistance through the Coordinated Assessment process. The Permanent Supportive Housing components are designed to assist individuals and families with the most severe service needs and greatest barriers towards obtaining and maintaining housing on their own – persons experiencing chronic homelessness.

NACH incorporates the order of priority described in the HUD Notice into its written standards, which CoC’s are required to develop per 24 CFR 578.7(a)(9), for their CoC Program-funded PSH. Recipients of CoC Program funds are required to follow the written standards for prioritizing assistance established by the CoC (see 24 CFR 578.23(c)(10)). *(See Appendix D)*

**Nondiscrimination**

The NACH CoC and recipients of CoC Program-funded PSH must continue to comply with the nondiscrimination provisions of Federal civil rights laws, including, but not limited to, the Fair Housing Act, Section 504 of the Rehabilitation Act, Title VI of the Civil Rights Act, and Titles II or III of the Americans with Disabilities Act, as applicable. See 24 C.F.R. § 5.105(a).

**Clients will be told they have the ability to file a complaint.**
NACH Coordinated Entry
Policy and Procedures

APPEALS PROCESS – HUD Coordinated Entry

NACH’s CES will implement procedures for persons and/or households experiencing homelessness to appeal CES decisions, and have the in compliance with the HUD Coordinated Entry Notice. Each project participating in the CES is required to implement their own policy for project-level appeals, in accordance with HUD’s requirements for appeals.

COORDINATED ENTRY SYSTEM (CES) APPEALS

Persons and/or households experiencing homelessness seeking to appeal decisions of the CES must contact NACH and submit an official appeal in writing. NACH will communicate directly with the head of household or designee regarding the appeal. Appeals will be initially directed to the NACH Executive Director at director@nachcares.org or call (256) 261-3026, or you may file appeal with the NACH Administrative Office (256) 261-3029. Within five (5) business days NACH will consult with the head of household or designee, review all applicable evidence, consult with professional parties involved (if applicable), and issue a formal decision in writing to the household. If the head of household or designee feels the issue remains unresolved, they may further appeal to the next level of NACH oversight, the independent review committee of the NACH Board of Directors. Each level of appeal will comply with the timelines listed above and will issue a formal response in writing to the head of household or designee. If appealed to the NACH Board of Directors, that decision will be considered final and binding (pending any extra legal and/or Federal appeal proper). A consumer not presently affiliated with a local project sponsor/agency but still appealing a Coordinated Entry decision (such as consumers served via street outreach) may file an appeal directly with NACH staff.

NACH will maintain and review records of all CES appeals for at least 5 years, in compliance with HUD recordkeeping requirements. Any complaints of discrimination should be directed to the Fair Housing Center of North Alabama at www.fairhousingcenterna.com, or call 1(866)-740-1040.

PROJECT-LEVEL APPEALS

All projects participating in the CES, whether as part of funding requirements or through voluntary participation, are required to have a project-level appeals policy and procedures in place, inclusive of the procedures for appeals and in accordance with HUD requirements of due process. All persons and households being screened for project admission must be provided information on their right to file an appeal and the process in which to do so. Households contacting NACH regarding project-level decisions will be directed to the specific program to address concerns and pursue appeals. Projects must fully comply with their project-level appeals process and notify NACH, as CES lead, of any appeals related to the processing and acceptance of CES referrals. The NACH notification requirement only applies to the timeframe from referral receipt through processing and acceptance/denial of referrals, up to and including formal project entrance or referral closure. Projects must provide all appeal responses in writing to the head of household or designee and copy NACH via email.
Street Outreach – HUD Coordinated Entry Notice: Section II.B.6

Providers of Street Outreach services regardless of funding source target unsheltered homeless individuals and families, meaning those with a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground. At this time homeless individuals and families are encouraged to visit the Huntsville-Madison County Public Library to be assessed through coordinated entry in order to make an informed, objective decision regarding the level of need, recommended housing intervention of each family, and streamline eligibility determinations.

Homeless Management Information System (HMIS)

The Homeless Management Information System (HMIS) is used and integrated into all NACH CES processes. ESG-funded Street Outreach programs are required to enter clients in the Homeless Management Information System (HMIS) at first contact per the ESG and CoC Interim Rule (24 CFR 576 and 578). This process ensures coordination between service providers through the Coordinated Entry System (CES) while avoiding duplication of services and client data, and provides an opportunity to document homelessness.

NACH Coordinated Entry Evaluation Quality and Effectiveness

NACH CES will host an annual performance meeting with each member agency in attendance, and NACH will conduct Household Evaluation survey calls on an annual basis. The NACH annual meeting evaluates the intake, assessment, and referral processes associated with coordinated entry. The household phone call-out surveys will be performed on HMIS clients who hold a spot on the Housing List. NACH evaluates for length of time in wait for housing, whether the housing situation has changed, and to identify if diversion was effective. NACH will then use this information to implement updates to existing policies if necessary. All feedback and information collected from the agencies as well as evaluation calls is used to evaluate the quality and effectiveness of the coordinated entry system. Participant responses will be collected and entered into HMIS and will adhere to all privacy protections of participant information.

Coordinated Entry System (CES)

NACH operates under the Housing First principle and prohibits the coordinated entry process from screening people out of the coordinated entry process due to perceived barriers to housing or services, including, but not limited to too little to no income, active or a history of substance abuse, domestic violence history, resistance to receiving services, the type or extent of a disability-related services or supports that are needed, eviction history or poor credit, lease violations or history of not being a leaseholder, or criminal record.

CES is a CoC-wide process for facilitating access for all resources designated for homeless individuals and families. This system ensures that every homeless individual or family is known
by name, provides assistance based on the individual or family’s unique needs, and matches them to the most appropriate service strategy or housing intervention. In doing so, CES ensures The North Alabama Coalition for the Homeless’ limited resources are allocated to achieve the most effective results.

**Engagement**

Unsheltered persons are engaged for the purpose of providing immediate support, intervention, and connections with homeless assistance programs and/or mainstream social services and housing programs. Eligible engagement activities include:

- Connecting the unsheltered to (CES)
- Addressing urgent physical needs, such as providing meals, blankets, clothes or toiletries;
- Actively connecting and providing information and referrals to programs targeted to homeless people and mainstream social services and housing programs, including emergency shelter, transitional housing, community-based services, permanent supportive housing, and rapid re-housing programs.

**Case Management**

Case management includes assessing housing and service needs, arranging, coordinating and monitoring the delivery of individualized services to meet the needs of the program participant.

Eligible services and activities are as follows:

- Using the NACH Coordinated Entry System (CES)
- Conducting the initial VI-SPDAT, verifying and documenting program eligibility
- Developing, securing and coordinating services
- Obtaining Federal, State, and local benefits
- Monitoring and evaluating program participant progress
- Providing information and referrals to other providers
- Developing an individualized housing and service plan, including planning a path to permanent housing stability.

**Nondiscrimination**

The NACH CoC does not use data collected from the assessment process to discriminate or prioritize households for housing and services on a protected basis, such as race, color, religion, national origin, sex age, familial status, disability, actual or perceived sexual orientation, gender identity or marital status. *Note – In certain circumstances some projects may use disability status or other protected class information to limit enrollment, but only if Federal or State statute explicitly allows the limitation (e.g. HOPWA-funded projects may only serve participants who are HIV+/AIDS).
Prioritization List – HMIS Data Privacy and Security Protections

NACH complies with baseline privacy requirements with respect to: data collection limitations; data quality; purpose and use limitations; openness; access and correction; and accountability. NACH complies with federal, state and local laws that require additional confidentiality protections. All additional protections are described in the NACH CoC Homeless Information System Privacy Notice.

NACH and the PromisSE maintain a common data storage with the State of Alabama, Pensacola Florida, and parts of west Georgia that includes the sharing of Personal Protected Information (PPI). When PPI is shared between organizations, responsibilities for privacy and security may reasonably be allocated between the organizations. Organizations sharing a common data storage medium and PPI may adopt differing privacy and security policies as they deem appropriate, administratively feasible, and consistent with these HMIS privacy and security standards, as long as these privacy and security policies allow for the unduplication of homeless clients at the CoC level.

All NACH CoC agencies entering information into HMIS post the HUD Public Notice at the HMIS collection site (or comparable location) that explains generally the reasons for collecting this information. Consent of the individual for data collection may be inferred from the circumstances of the collection.

The NACH CoC conforms to the baseline privacy standards required of all programs and balances the need to protect the confidentiality of client data with the practical realities of homeless service providers. When using an HMIS or any other data system to manage coordinated entry data, the North Alabama CoC ensures adequate privacy protections of all participant information per the HMIS Data and Technical Standards. Additional optional privacy protections are adopted by programs that choose to implement higher privacy standards because of the nature of their programs or service population. NACH agencies which choose to elect these optional requirements are based on principles of fair information practices recognized by the information privacy community as appropriate for protecting personal information. NACH agencies are encouraged to apply these additional protections as needed to provide a higher level of privacy when appropriate to meet local circumstances.

NACH follows security standards in the HUD final Notice and follows the format of the privacy standards for all programs and additional security protections to implement further ensuring the security of the CoC’s HMIS data. The NACH CoC ensures all users of HMIS are informed and understand the privacy rules associated with collection, management, and reporting of client data. All information is private & confidential for NACH purposes only.

All NACH homeless providers are required to operate in accordance with HIPAA regulations. The final Notice states that such a provider is not required to comply with the HMIS privacy or
security standards. Exempting HIPAA covered entities from the HMIS privacy and security rules avoids all possible conflicts between the two sets of rules. Where a homeless service provider is not a covered entity under HIPAA, it is subject to the HMIS privacy and security standards, state, and local privacy laws.

In accordance with HIPAA standards, NACH operates under the HUD final Notice which adopts the general principle that all uses and disclosures are permissive and not mandatory, except for first party access to records and any required disclosures for oversight of compliance with HMIS privacy and security standards. The NACH CoC will only share and store participant information and documentations when the participant has provided a signed and dated ROI, which is also acknowledged as written consent. NACH service providers may (but are not required to) disclose protected information in response to a law enforcement official’s oral request for information.

NACH member service providers may (but are not required to) disclose protected information for other law enforcement purposes to a law enforcement official if the law enforcement official: Makes a written request that is signed by a supervisory official of the law enforcement agency seeking the protected information; states that the information is relevant and material to a legitimate law enforcement investigation; identifies the protected information sought; is specific and limited in scope to the extent reasonably practicable in light of the purpose for which the information is sought; and states that de-identified information could not be used to accomplish the purpose of the disclosure. This requirement is more restrictive than HIPAA.

NACH will not deny services to a client for refusing to supply identifying information. NACH follows the HUD final Notice which has been modified to mitigate that clients not be denied service if they refuse to supply identifying information. NACH intake staff will collect as much information as is shared by the individual or family during the client assessment intake process. The methodology for collecting data was modified and programs are no longer required to collect sensitive data, particularly medical and health-related information, at program intake. By separating the data collection process from program entry NACH CoC staff can build a relationship with clients and work to diminish any perceived power imbalances between provider and client. NACH includes a statement in their privacy notice that explains generally the reasons for collecting this information.
Standardized Assessment Process

Providers utilize the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT) as the common assessment, currently utilized by more than 130 communities nationwide, to screen any single individual experiencing homelessness. (Individuals not identifying themselves as homeless -- residing on the streets, in shelter or transitional housing - - and families do not receive an assessment through this process). The assessment takes approximately 20 minutes to administer, and can be conducted by NACH Coordinated Intake Specialists who have been trained and certified to use the Homeless Management Information System (HMIS). NACH cannot require disclosure of specific disabilities or diagnosis. Specific diagnosis or disability information may only be obtained for purposes of determining program eligibility to make appropriate referrals.

All assessors receive standardized messaging so that the assessment process and its results are communicated clearly and consistently across the community. This messaging contains the following components:

- An acknowledgement that there are very few housing resources that are immediately connected to the assessment, so that the primary benefit of completing the assessment is to help determine a better sense of the individual’s needs and resources to which they can be referred
- Assessment information will be shared with providers conducting assessments in the North Alabama Continuum of Care and the housing providers connected to the Coordinated Entry system so the individual does not need to complete the assessment multiple times
- That housing providers can identify people to target for housing resources as they come available, and for planning purposes.

If an individual agrees to participate in the coordinated entry process described in its messaging, then they are asked to sign the release of information before proceeding with the assessment.

NACH facilitates four mandated quarterly trainings per year and provides training on an as needed basis. After staff receive initial training on Coordinated Entry process and protocol staff are required to attend update training once annually.
**NACH Use of Assessment Information to Determine Prioritization**

All clients will be chosen from the Housing List Report. The Case Worker will access the report and place a client taken from the list. The Housing List Report is sorted by highest SPDAT Total, and then by oldest entry date.

**Participant Autonomy**

NACH coordinated assessment participants are freely allowed to decide what information they provide during the assessment process, to refuse to answer assessment questions and to refuse housing and service options without retribution or limiting their access to other forms of assistance. Participants are encouraged to answer questions as honestly and as completely as possible to ensure an accurate score for placement. Coordinated assessment participants will not be denied services that they would otherwise qualify for based on a refusal to answer questions nor will this affect their position on the Wait List. NACH participants may reject a placement opportunity up to two times without affecting their place in coordinated entry prioritization list.

**Core Principal**

Clients cannot be denied services that they would otherwise qualify for based on a refusal to share information. One Exception - If sharing is a prior requirement of program participation such as in a true collaboration where staffs work together, the program may continue to operate on that rule.

**Paper Forms**

NACH makes paper forms available to all Agencies upon request to ensure staff can use paper if the system is down, if there is a power outage, or if PromisSE/ServicePoint is off-line and to allow staff to continue to work with clients if a system issue/question arises outside of business hours.

**Domestic Violence Providers**

Domestic Violence Programs are “proscribed” (forbidden) to participate on the HMIS. The Law does not apply to DV survivors that seek services from non-DV providers. Domestic Violence Agencies may assess risk and provide their clients – that seek services outside the DV agency – instructions to request that their data be locked. If a client presents facing a domestic violence issue NACH will refer the client to Crisis Services of North Alabama.

**Agency Adherence Policy**

Agency must comply with ALL PromisSE Standards. Laws, Statutes, Admin. Rules specific to the services provided by the agency (i.e. mental health, substance abuse, etc.)
Coordinated Entry Assessor Training

Training curricula for The North Alabama Coalition for the Homeless Coordinated Entry Intake staff must be adhered to by the following:

- Review of the AL503 – NACH CoC’s written policies and procedures
- The 20 minute duration of the assessment
- That the assessor will share the recommended housing intervention with the individual who is screened and provide basic information about resources that could be a good fit
- When faced with an individual or family with language barriers NACH CES Intake staff are instructed to call 2-1-1 on speakerphone (or a 3 way call) for “community resource information” and 2-1-1 call takers will first attempt to patch the bilingual interpreter on the call to translate Spanish or contact the interpreter service. Crisis Services will work in conjunction with NACH CES staff and the individual or family to identify shelters or resources to the best of their ability using linguistically competent questions. The interpreter service charges the state .97 cents per minute.
- Crisis Services in conjunction with Asha Kiran will assess clients with culturally competent questions for individual and families of south Asian descent and makes available crisis counselors on their 24/7 crisis line, which are required to go through 30 hours of CSNA HELPLine training.
- That the assessor will share the recommended housing intervention with the individual who is screened and provide basic information about resources that could be a good fit
- An acknowledgement that there are very few housing resources that are immediately connected to the assessment, so that the primary benefit of completing the assessment is to help determine a better sense of the individual’s needs and resources to which they can be referred
- Assessment information will be shared with providers conducting assessments in the North Alabama Continuum of Care and the housing providers connected to the Coordinated Entry system so the individual does not need to complete the assessment multiple times
- That housing providers can identify people to target for housing resources as they come available, and for planning purposes
NACH Coordinated Entry Policy and Procedures

NACH Privacy Protections

Basic Privacy Rule
The Agency's Privacy Notice is available to all clients. It must be posted on the Agency Website if one exists. Agency will not collect or share information unless it is essential to providing services, program management, or as required by law. Agencies will assign each staff an appropriate “Access Level” based on a need to know. Agency will not divulge confidential information without informed client consent.

Protected Health Information (PHI)
The Privacy Rule protects all "individually identifiable health information" held or transmitted by a covered entity or its business associate, in any form or media, whether electronic, paper, or oral.

NACH Operational Privacy Rule
All Coordinated Entry Intake staff are required to update Privacy and Confidentiality/User Training Annually. Each agency is required to assign a privacy officer. Overriding the entire Coordinated Entry and PromisSE system is the Participation agreement and the User License agreement which defines the rules of our relationships between participating Agencies. They describe the rights and responsibilities of what we can do, and what rights and responsibilities are of the agency – and what they can do. Both agreements serve as a Statement of Confidentiality. The PromisSE Participation Agreement limits the publication of agency identified aggregated data. Issues addressed include the fact that only the organization may approve publication of data specific to that organization. However, transparency in review of local performance is encouraged to support local assessment of performance. Decisions about sharing records through PromisSE are made by the participating agency with informed client consent. The client agrees to the sharing with regard to his or her information.

The NACH Coordinated Entry process does not require disclosure of specific disabilities or diagnosis. Specific diagnosis or disability information may only be obtained for purposes of determining program eligibility to make appropriate referrals. The NACH CoC prohibits denying services to participants if the participant refuses to allow their data to be shared unless Federal statute requires collection, use, storage, and reporting of a participant’s personally identifiable information (PII) as a condition of program participation.

All NACH member organizations must screen clients for privacy issues. It is through the Privacy Notice and the Release, NACH CES and PromisSE makes the client a partner to decisions related to data sharing. CES staff provides the Privacy Notice/Script to the client and explains the Notice. NACH and all member organizations displays the HUD Public Notice in all places where HMIS data is collected. NACH CES staff provides a Privacy Script to standardize the explanation of agency privacy rules.
HMIS Computer Security
Client information is stored on a server in a locked bank with controlled access in Shreveport, LA. The application is on a server separated by a second fire wall from the server that contains the data.

When to LOCK Identifying Information
The Client should be locked only if:

a. The client is concerned about someone knowing they have sought services even if no information about the specific service is given.

b. The client has friends, family or enemies who work in PromisSE participating Agencies.

The Agency should notify NACH should the need arise to lock the record.

Protected Health Information (See Appendix E)

Remote Access
Coordinated Entry is conducted on Agency computers.

Agency Responsibilities
Agency leadership adapts the PromisSE Release and the Privacy Notice to reflect their decisions and be in compliance with core standards. Agency leadership ensures that system users abide by the privacy rules. System users complete formal training on Privacy and Confidentiality provided by certified trainers. The Agency has a Board Certified Confidentiality Policy. With regard to the HMIS, all HMIS users must understand and implement all privacy rules.

RELEASES

(PromisSE) RELEASE OF INFORMATION (ROI) - Continuum of Care (CoC) - Program
Management Information System of the Southeast (PromisSE) accompanies the Privacy Notice. The PromisSE is a shared, computerized record keeping system that captures information about people experiencing homelessness or near homelessness, including their service needs. Our Agency, AL503 – Housing List, is participating in PromisSE that collects information on clients serviced by its member Agencies and the services they provide.

NACH Authorized Release of Information Referrals/Emergency Contact – An authorization form signed by the client to authorize the North Alabama Coalition for the Homeless to release information to other HMIS partner Agencies and/or other Agencies for the purpose of continuity of care, and the ability for the client to designate an Emergency Contact in the event NACH finds it necessary to contact the designated party on the client’s behalf.
NACH Coordinated Entry
Policy and Procedures

NACH Photograph & Video Release Form – An authorization form signed by the client which allows NACH to upload client photos and attach them to the client file in HMIS, upload client photos for processing Continuum of Care Homeless Photo Identification Cards, and record client testimonials to add to the NACH website.

For each of the above listed Release of Information forms the client is made a partner in the Sharing Agreement. The client approves the total Sharing Plan or does not agree to share. The client receives a full explanation of what is shared. A client cannot under any circumstances be denied access to services for refusing to agree to share their data.

Equal Access

All HUD funded Agencies participating in the NACH Coordinated Entry must adhere to the Equal Access and Non-discrimination rules pursuant to Notice on Equal Access Regardless of Sexual Orientation, Gender Identity, or Marital Status for HUD’s Community Planning and Development Programs And all Fair Housing Laws. The NACH CoC referral process is informed by Federal, State, and local Fair Housing laws and regulations and ensures participants are not “steered” toward any particular housing facility or neighborhood because of race, color, national origin, religion, sex, disability, or the presence of children. Recipients and sub recipients of CoC Program and ESG Program-funded projects must comply with the nondiscrimination and equal opportunity provisions of Federal civil rights laws to ensure all people in different populations and subpopulations in the CoC’s geographic area, including people experiencing chronic homelessness, veterans, families with children, youth, and survivors of domestic violence, have fair and equal access including the following:

- Fair Housing Act prohibits discriminatory housing practices based on race, color, religion, sex, national origin, disability, or familial status.
- Section 504 of the Rehabilitation Act prohibits discrimination on the basis of disability under any program or activity receiving Federal financial assistance.
- Title VI of the Civil Rights Act prohibits discrimination on the basis of race, color, or national origin under any program or activity receiving Federal financial assistance.
- Title II of the Americans with Disabilities Act prohibits public entities, which includes State and local governments, and special purpose districts, from discriminating against individuals with disabilities in all their services, programs, and activities, which include housing, and housing related services such as housing search and referral assistance.
- Title III of the Americans with Disabilities Act prohibits private entities that own, lease, and operate places of public accommodation, which include shelters, social service establishments, and other public accommodations providing housing, from discriminating on the basis of disability.
Appendix A:

HUD Categories of Homelessness

1. Category 1 – Literally homeless is an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
   a. Has a primary nighttime residence that is a public or private place not meant for human habitation;
   b. Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or
   c. Is exiting and institution where he/she has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

2. Category 2 – Imminent risk of homelessness is an individual or family who will imminently lose their primary nighttime residence, provided that:
   a. Residence will be lost within 14 days of the date of application for homeless assistance;
   b. No subsequent residence has been identified; and
   c. The individual or family lacks the resources or support networks needed to obtain other permanent housing.

3. Category 3 – Homeless under another federal statute includes unaccompanied youth under the age of 25 or families with children and youth, who do not otherwise qualify under this definition but who:
   a. Are defined as homeless under another federal statute child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute;
   b. Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application;
   c. Have experienced persistence instability as measured by two moves or more during the preceding 60 days; and
   d. Can be expected to continue in such status for an extended period of time due to special needs or barriers

4. Category 4 – Fleeing domestic violence includes any individual or family who:
   a. Is fleeing, or is attempting to flee, domestic violence
   b. Has no other residence; and
   c. Lacks the resources or support networks to obtain other permanent housing
New Definition of Homelessness/At Risk of Homelessness/Chronic Homelessness – HUD Coordinated Entry Notice: Section II.B.3

Homelessness

a. Homeless Definition Category 1: An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: An individual or family (i) with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; (ii) living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or (iii) who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution. {Qualifies for Emergency Shelter, Rapid Re-Housing, Transitional Housing, Outreach programs}.

b. Homeless Definition Category 2: An individual or family who will imminently lose their primary nighttime residence, provided for whom: (i) The residence will be lost within 14 days of the date of application for homeless assistance; (ii) No subsequent residence has been identified; and (iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing; - {Qualifies for Emergency Shelter, Transitional Housing, Prevention programs}.

c. Homeless Definition Category 3: Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless...

d. Homeless Definition Category 4: Any individual or family who: (i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; (ii) Has no other residence; and (iii) Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing. {Qualifies for Emergency Shelter, Transitional Housing, Rapid Re-Housing if they also meet category 1}. 
At Risk of Homelessness

To qualify the individual or family must meet two threshold criteria and must exhibit one or more specified risk factors. The individual or family must have:

a. Income at or below 30 percent (≤ 30%) AMI for the geographic area (Huntsville, AL); and
b. Insufficient resources immediately available to attain housing stability. [e.g., family, friends, faith-based or other social networks immediately available] to prevent them from moving to an emergency shelter or another place described in category 1 of the homeless definition.

Risk factors are:

a. Has moved frequently because of economic reasons – “2 or more times during the 60 days immediately preceding the application for homelessness prevention assistance.”

b. Is living in the home of another because of economic hardship

c. Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application.

d. Lives in a hotel or motel; “and the cost of the hotel or motel is not paid for by federal, state, or local government programs for low-income individuals or by charitable organizations.”

e. Lives in severely overcrowded housing; [In a single-room occupancy of efficiency apartment unit in which more than two persons, on average, reside or another type of housing in which there reside more than 1.5 persons per room, as defines by the U.S. Census Bureau.

f. Is exiting a publicly funded institution; or system of care, [such as a health-care facility, mental health facility, foster care or other youth facility, or correction program or institution.]

g. Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness.
Appendix B – Definition of Chronic Homelessness

**Chronic Homeless**

An “individual” or “family” that is...

a. With the exception of persons in institutions, currently living in place not designed or ordinarily used as a regular sleeping accommodation, in a safe haven, or emergency shelter; and

b. Continually unsheltered or in a shelter for past 1 year, or this is the 4th separate occurrence of this living situation in the past 3 years; and

c. Head of household has a specific (see regulations) disability

d. A person who currently lives or resides in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital or other similar facility, and has resided there for fewer than 90 days shall be considered “chronically homeless” if such a person met all of the requirements described above prior to entering that facility.

Appendix C

**A. Housing Status Documentation**

NACH will establish and follow written intake procedures to ensure program compliance. The procedures must require documentation at intake of the evidence relied upon to establish and verify homeless, at-risk or domestic violence status. *Third party source documents are the preferred method of verifying and documenting housing status.*

1. Preferred Order of Documentation for evidence establishing and verifying homeless status is:
   a. Third part documentation – source documents provided by an outside source.
   b. Intake worker observation – documented by ESG staff
   c. Certification from the person seeking assistance – ESG staff must certify efforts made to obtain third party documentation before allowing applicant to self-certify

2. Housing Status Documentation Requirements and Self-Certification Requirements – Homeless CATEGORY 1 acceptable evidence includes:
   a. Housing Status Verification and Self Certification Forms
   b. HMIS Verification of Homelessness
      i. HMIS or comparable database can be used to verify homelessness by accessing a client record, determining that the ESG applicant is (at the time of application for ESG funds) enrolled in a program for homeless
individuals of families, and printing a screen shot of that HMIS evidence for the file. This method will primarily be used by rapid re-housing providers.

c. A written observation by an outreach worker of the conditions where the individual or family was living, a written referral by another housing or service provider, or
d. A certification by the individual or head of household seeking assistance

3. Homeless CATEGORY 1 and is exiting an institution where he or she resided for 90 days or less, acceptable evidence includes;
   a. Evidence listed above for CATEGORY 1 and ONE of the following:
      i. Discharge paperwork or a written or oral referral from a social worker, case manager, or other appropriate official of the institution, stating the beginning and end dates of the time residing in the institution. All oral statements must be recorded by the intake worker; or
      ii. A written record of the intake worker’s due diligence in attempting to obtain the evidence described above and a certification by the individual seeking assistance that states he or she is exiting or has just exited an institution where he or she resided for 90 days or less.

4. Homeless CATEGORY 2 evidence includes:
   a. A court order resulting from an eviction action that requires the individual or family to leave their residence within 14 days after the date of their application for homeless assistance or
   b. The equivalent notice under applicable state law, a Notice to Quit, or a Notice to Terminate issued under state law.

For applicants whose primary nighttime residence is a hotel or motel room not paid for by charitable organizations or federal, state or local government programs;

- Evidence that the individual or family lacks the resources necessary to reside there for more than 14 days after the date of application for homeless assistance or
- An oral statement by the household that the owner or renter of the housing in which they currently reside will not allow them to stay for more than 14 days after the date of application for homeless assistance. The intake worker must record the statement and certify that it was found credible.

To be found credible, the oral statement must either:

- Be verified by the owner or renter of the housing in which the individual or family resides at the time of application for homeless assistance and
• Be documented by a written certification by the owner or renter or by the intake worker’s recording of the owner or renter’s oral statement.

If the intake worker is unable to contact the owner or renter:
• The intake worker must provide written documentation certifying that he/she performed due diligence in attempting to obtain verification and written certification that the applicant’s statement was true and complete.
• Certification by the individual or head of household that no subsequent residence has been identified; and
• Certification or other written documentation that the individual or family lacks the resources and support networks needed to obtain other permanent housing.

5. Homeless CATEGORY 4 acceptable evidence includes;
   If the individual or family is receiving shelter or services provided by a victim service provider:
   a. Housing Status Self Certification Form or
   b. A certification by the intake worker.

B. Other Evidence Eligibility Criterion:
1. Source documents – notice of termination from employment, unemployment compensation statement, bank statement, health-care bill showing arrears, utility bill showing arrears.
2. To the extent that source documents are unobtainable, a written statement by the relevant third party – (e.g., former employer, public administrator, relative) or written certification by the intake staff of the oral verification by the relevant third party that the applicant meets one or both of the criteria of the definition of “at risk of homelessness” or
3. If the source documents and third-party verification are unobtainable, a written statement by intake staff describing the efforts take to obtain the required evidence.

C. Income Eligibility Criteria for Prevention for Rapid Re-Housing

Documentation that applicants meet income eligibility guidelines is required for prevention and rapid re-housing programs. To qualify for rapid re-housing funding the household income must be at or below 30 percent (≤ 30%) AMI for the geographic area (Huntsville, AL). To qualify for prevention funding the household income must be at or below 30 percent (≤ 30%) AMI for the geographic are.
Case Management

ESG Providers will provide case management to all ESG program participants, including connecting program participants to mainstream and other resources. Each participant will be assisted, as needed, to obtain:

A. Appropriate supportive services, including assistance in obtaining permanent housing, medical health treatment, mental health treatment, counseling, supervision, and other services essential for achieving independent living; and

B. Other Federal, State, local and private assistance available to assist the program participant in obtaining housing stability, including:
   1. Medicaid (42 CFR chapter IV, subchapter C);
   2. Supplemental Nutrition Assistance Program (7CFR parts 271-283);
   3. Women, Infants and Children (WIC) (7CFR part 246);
   4. Federal-State Unemployment Insurance Program (20 CFR parts 601-603, 606, 609, 614-617, 625, 640, 650);
   5. Social Security Disability Insurance (SSDI) (20 CFR part 404);
   6. Supplemental Security Income (SSI) (20 CFR part 416);
   7. Child and Adult Care Food Program (42 U.S.C. 1766(t) (7CFR part 226);
   8. Other assistance available under the programs listed in § 576.400(c).

Rental Assistance Requirements

ESG provider agencies may or may not establish a mandatory share of rent and utility costs that program participants must contribute while in rapid re-housing and prevention programs. The agency’s best judgement will be used to determine households for whom this approach is reasonable as well as reasonable amounts. A policy or procedure for this measure will be submitted should this be implemented.

Because ESG funding is awarded on an annual basis, HCDD will not allow program participants to receive rental assistance for more than 12 months during a particular grant year. HCDD reserves the right to make an exception to this rule in extreme cases in which evidence has been provided that the participant’s welfare is endangered without access to this assistance. HCDD also reserved the right to re-visit this policy upon making changes to its funding allocation cycle. ESG provider agencies will provide effective, wrap-around case management to all program participants, but recognizes that some participants may unsuccessfully face obstacles after ESG discharge and will work with sub-grantees on developing policies regarding a limit on program enrollments.
Appendix D

Order of Priority in NACH CoC Program-funded Permanent Supportive Housing

A. Order of Priority in NACH CoC Program-funded Permanent Supportive Housing Beds Dedicated to Persons Experiencing Chronic Homelessness and Permanent Supportive Housing Prioritized for Occupancy by Persons Experiencing Chronic Homelessness.

1. NACH CoC Program-funded PSH is dedicated or prioritized for persons experiencing chronic homelessness. NACH will use the following order of priority for CoC Program-funded PSH that is either dedicated or prioritized for use by the chronically homeless:

(a) First Priority—Chronically Homeless Individuals and Families with the Longest History of Homelessness and with the Most Severe Service Needs. A chronically homeless individual or head of household as defined in 24 CFR 578.3 for whom both of the following are true:

i. The chronically homeless individual or head of household of a family has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter for at least 12 months either continuously or on at least four separate occasions in the last 3 years, where the cumulative total length of the four occasions equals at least 12 months; and

ii. The CoC or CoC Program recipient has identified the chronically homeless individual or head of household, who meets all of the criteria in paragraph (1) of the definition for chronically homeless, of the family as having severe service needs (see Section I.D.3. of this Notice for definition of severe service needs).

(b) Second Priority—Chronically Homeless Individuals and Families with the Longest History of Homelessness. A chronically homeless individual or head of household, as defined in 24 CFR 578.3, for which both of the following are true:

i. The chronically homeless individual or head of household of a family has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter for at least 12 months either continuously or on at least four separate occasions in the last 3 years, where the cumulative total length of the four occasions equals at least 12 months; and,

ii. The CoC or CoC program recipient has not identified the chronically homeless individual or the head of household, who meets all of the criteria in paragraph (1) of the definition for chronically homeless, of the family as having severe service needs.
(c) **Third Priority—Chronically Homeless Individuals and Families with the Most Severe Service Needs.** A chronically homeless individual or head of household as defined in 24 CFR 578.3 for whom both of the following are true:

i. The chronically homeless individual or head of household of a family has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter on at least four separate occasions in the last 3 years, where the total length of those separate occasions equals less than one year; and

ii. The CoC or CoC program recipient has identified the chronically homeless individual or the head of household, who meets all of the criteria in paragraph (1) of the definition for chronically homeless, of the family as having severe service needs.

(d) **Fourth Priority—All Other Chronically Homeless Individuals and Families.** A chronically homeless individual or head of household as defined in 24 CFR 578.3 for whom both of the following are true:

i. The chronically homeless individual or head of household of a family has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter for on at least four separate occasions in the last 3 years, where the cumulative total length the four occasions is less than 12 months; and

ii. The CoC or CoC program recipient has not identified the chronically homeless individual or the head of household, who meets all of the criteria in paragraph (1) of the definition for chronically homeless, of the family as having severe service needs.

2. Where the NACH CoC or a recipient of NACH CoC Program-funded PSH beds that are dedicated or prioritized is not able to identify chronically homeless individuals and families as defined in 24 CFR 578.3 within the CoC, the order of priority in Section III.B. of this Notice, as adopted by the NACH CoC, may be followed.

3. Recipients of CoC Program-funded PSH should follow the order of priority above while also considering the goals and any identified target populations served by the project. For example, a CoC Program-funded PSH project that is permitted to target homeless persons with a serious mental illness that has been identified as a project that will prioritize a portion or all of its turnover beds to persons experiencing chronic homelessness should follow the order of priority under Section III.A.1. of this Notice to the extent in which persons with serious mental illness meet the criteria.
4. Recipients must exercise due diligence when conducting outreach and assessment to ensure that chronically homeless individuals and families are prioritized for assistance based on their total length of time homeless and/or the severity of their needs. HUD recognizes that some persons—particularly those living on the streets or in places not meant for human habitation—might require significant engagement and contacts prior to their entering housing and recipients of CoC Program-funded PSH are not required to allow units to remain vacant indefinitely while waiting for an identified chronically homeless person to accept an offer of PSH. CoC Program-funded PSH providers are encouraged to follow a Housing First approach to the maximum extent practicable. Therefore, a person experiencing chronic homelessness should not be forced to refuse an offer of PSH if they do not want to participate in the project’s services, nor should a PSH project have eligibility criteria or preconditions to entry that systematically exclude those with severe service needs. Street outreach providers should continue to make attempts to engage those persons that have been resistant to accepting an offer of PSH and where the CoC has adopted these orders of priority into their written standards, these chronically homeless persons must continue to be prioritized for PSH until they are housed.

B. Order of Priority in Permanent Supportive Housing Beds Not Dedicated or Prioritized for Persons Experiencing Chronic Homelessness

1. As of the date of this Notice, CoC’s are encouraged to revise their written standards to include the following priorities for non-dedicated and non-prioritized PSH beds. If adopted into the CoC’s written standards, recipients of CoC Program-funded PSH would then be required to follow the order of priority when selecting participants for housing in accordance with the CoC’s revised written standards included in this Notice and in a manner consistent with their current grant agreement. CoC’s that adopt this order of priority are encouraged to include in the written standards a policy that would allow for recipients of non-dedicated and non-prioritized PSH to offer housing to chronically homeless individuals and families first, but minimally would be required to place otherwise eligible households in an order that prioritizes, in a nondiscriminatory manner, those who would benefit the most from this type of housing, beginning with those most at risk of becoming chronically homeless. For eligibility in non-dedicated and nonprioritized PSH serving non-chronically homeless households, any household member with a disability may qualify the family for PSH.

(a) First Priority—Homeless Individuals and Families with a Disability with the Most Severe Service Needs. An individual or family that is eligible for CoC Program-funded PSH who has been living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter for any period of time, including persons exiting an institution where they have resided for 90 days or less but were living or residing in a place not meant for human habitation, a safe
haven, or in an emergency shelter immediately prior to entering the institution and has been identified as having the most severe service needs.

(b) **Second Priority—Homeless Individuals and Families with a Disability with a Long Period of Continuous or Episodic Homelessness.** An individual or family that is eligible for CoC Program-funded PSH who has been living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 6 months or on at least three separate occasions in the last 3 years where the cumulative total is at least 6 months. This includes persons exiting an institution where they have resided for 90 days or less but were living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter immediately prior to entering the institution and had been living or residing in one of those locations for at least 6 months or on at least three separate occasions in the last 3 years where the cumulative total is at least 6 months.

(c) **Third Priority—Homeless Individuals and Families with Disability Coming from Places Not Meant for Human Habitation, Safe Havens, or Emergency Shelters.** An individual or family that is eligible for CoC Program-funded PSH who has been living in a place not meant for human habitation, a safe haven, or an emergency shelter. This includes persons exiting an institution where they have resided for 90 days or less but were living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter immediately prior to entering the institution.

(d) **Fourth Priority—Homeless Individuals and Families with a Disability Coming from Transitional Housing.** An individual or family that is eligible for CoC Program-funded PSH who is coming from transitional housing, where prior to residing in the transitional housing lived on streets or in an emergency shelter, or safe haven. This priority also includes homeless individuals and homeless households with children with a qualifying disability who were fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking and are living in transitional housing—all are eligible for PSH even if they did not live on the streets, emergency shelters, or safe havens prior to entry in the transitional housing.

2. Recipients of CoC Program-funded PSH should follow the order of priority above, as adopted by the CoC, while also considering the goals and any identified target populations served by the project. For example, in CoC Program-funded PSH where the beds are not dedicated or prioritized and which is permitted to target homeless persons with a serious mental illness should follow the order of priority under Section III.B.1.
this Notice, as adopted by the CoC, to the extent in which persons with serious mental illness meet the criteria.

3. Due diligence should be exercised when conducting outreach and assessment to ensure that persons are served in the order of priority in this Notice, and as adopted by the CoC. HUD recognizes that some persons—particularly those living on the streets or in places not meant for human habitation—might require significant engagement and contacts prior to their entering housing and recipients are not required to keep units vacant where there are persons who meet a higher priority within the CoC and who have not yet accepted the PSH opportunities offered to them. Street outreach providers should continue to make attempts with those persons using a Housing First approach to place as few conditions on a person’s housing as possible.

**Order of Priority in CoC Program-funded Permanent Supportive Housing**

The definition of chronically homeless included in the final rule on “Defining Chronically Homeless”, which was published on December 4, 2015 and went into effect on January 15, 2016, requires an individual or head of household to have a disability and to have been living in a place not meant for human habitation, in an emergency shelter, or in a safe haven for at least 12 months either continuously or cumulatively over a period of at least 4 occasions in the last 3 years. HUD encourages all CoCs adopt into their written standards the following orders of priority for all CoC Program-funded PSH. CoCs that adopted the orders of priority established in Notice CPD-14-012, which this Notice supersedes, and who received points for having done so in the most recent CoC Program Competition are strongly encouraged to update their written standards to reflect the updates to the orders of priority. Where a CoC has chosen to not incorporate HUD’s recommended orders of priority into their written standards, recipients of CoC Program funded PSH are encouraged to follow these standards for selecting participants into their programs as long as it is not inconsistent with the CoC’s written standards.

As a reminder, recipients of CoC Program-funded PSH are required to prioritize otherwise eligible households in a nondiscriminatory manner. Program implementation, including any prioritization policies, must be implemented consistent with the nondiscrimination provisions of the Federal civil rights laws, including, but not limited to the Fair Housing Act, Section 504 of the Rehabilitation Act, Title VI of the Civil Rights Act, and Title II or III of the Americans with Disabilities Act, as applicable. For example, while it is acceptable to prioritize based on level of need for the type of assistance being offered, prioritizing based on specific disabilities would not be consistent with fair housing requirements or program regulations.

A. **Prioritizing Chronically Homeless Persons in CoC Program-funded Permanent Supportive Housing Beds Dedicated or Prioritized for Occupancy by Persons Experiencing Chronic Homelessness**

1. CoCs are strongly encouraged to revise their written standards to include an order of priority, determined by the CoC, for CoC Program-funded PSH that is dedicated or
prioritized for persons experiencing chronic homelessness that is based on the length of
time in which an individual or family has resided in a place not meant for human habitation,
a safe haven, or an emergency shelter and the severity of the individual’s or family’s service
needs. Recipients of CoC Program-funded PSH that is dedicated or prioritized for persons
experiencing chronic homelessness would be required to follow that order of priority when
selecting participants for housing, in a manner consistent with their current grant
agreement.

2. Where there are no chronically homeless individuals and families within the CoC’s
geographic area, CoCs and recipients of CoC Program-funded PSH are encouraged to follow
the order of priority in Section III.B. For projects located in CoC’s where a sub-CoC approach
to housing and service delivery has been implemented, which may also be reflected in a
sub-CoC coordinated entry process, need only to prioritize assistance within their specified
sub-CoC area.

3. Recipients of CoC Program-funded PSH should follow the order of priority above while also
considering the goals and any identified target populations served by the project. For
example, a CoC Program-funded PSH project that is permitted to target homeless persons
with a serious mental illness should follow the order of priority under Section III.A.1. of this
Notice to the extent in which persons with serious mental illness meet the criteria. In this
example, if there were no persons with a serious mental illness that also met the criteria of
chronically homeless within the CoC’s geographic area, the recipient should follow the order
of priority under Section III.B for persons with a serious mental illness.

4. Recipients must exercise due diligence when conducting outreach and assessment to ensure
that chronically homeless individuals and families are prioritized for assistance based on
their total length of time homeless and/or the severity of their needs. HUD recognizes that
some persons—particularly those living on the streets or in places not meant for human
habitation—might require significant engagement and contacts prior to their entering
housing and recipients of CoC Program-funded PSH are not required to allow units to
remain vacant indefinitely while waiting for an identified chronically homeless person to
accept an offer of PSH. CoC Program-funded PSH providers are encouraged to follow a
Housing First approach to the maximum extent practicable. Therefore, a person
experiencing chronic homelessness should not be forced to refuse an offer of PSH if they do
not want to participate in the project’s services, nor should a PSH project have eligibility
criteria or preconditions to entry that systematically exclude those with severe service
needs. Street outreach providers should continue to make attempts to engage those
persons that have been resistant to accepting an offer of PSH and where the CoC has
adopted these orders of priority into their written standards, these chronically homeless
persons must continue to be prioritized for PSH until they are housed.
B. Prioritizing Chronically Homeless Persons in CoC Program-funded Permanent Supportive Housing Beds Not Dedicated or Not Prioritized for Occupancy by Persons Experiencing Chronic Homelessness

1. CoCs are strongly encouraged to revise their written standards to include the following order of priority for non-dedicated and non-prioritized PSH beds. If adopted into the CoCs written standards, recipients of CoC Program-funded PSH that is not dedicated or prioritized for the chronically homeless would be required to follow this order of priority when selecting participants for housing, in a manner consistent with their current grant agreement.

(a) First Priority—Homeless Individuals and Families with a Disability with Long Periods of Episodic Homelessness and Severe Service Needs

An individual or family that is eligible for CoC Program-funded PSH who has experienced fewer than four occasions where they have been living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter but where the cumulative time homeless is at least 12 months and has been identified as having severe service needs.

(b) Second Priority—Homeless Individuals and Families with a Disability with Severe Service Needs.

An individual or family that is eligible for CoC Program-funded PSH who is residing in a place not meant for human habitation, a safe haven, or in an emergency shelter and has been identified as having severe service needs. The length of time in which households have been homeless should also be considered when prioritizing households that meet this order of priority, but there is not a minimum length of time required.

(c) Third Priority—Homeless Individuals and Families with a Disability Coming from Places Not Meant for Human Habitation, Safe Haven, or Emergency Shelter Without Severe Service Needs.

An individual or family that is eligible for CoC Program-funded PSH who is residing in a place not meant for human habitation, a safe haven, or an emergency shelter where the individual or family has not been identified as having severe service needs. The length of time in which households have been homeless should be considered when prioritizing households that meet this order of priority, but there is not a minimum length of time required.

(d) Fourth Priority—Homeless Individuals and Families with a Disability Coming from Transitional Housing.

An individual or family that is eligible for CoC Program-funded PSH who is currently residing in a transitional housing project, where prior to residing in the transitional
housing had lived in a place not meant for human habitation, in an emergency shelter, or safe haven. This priority also includes individuals and families residing in transitional housing who were fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking and prior to residing in that transitional housing project even if they did not live in a place not meant for human habitation, an emergency shelter, or a safe haven prior to entry in the transitional housing.

2. The NACH CoC follows the order of priority above, while also considering the goals and any identified target populations served by the project. For example, non-dedicated or non-prioritized CoC Program-funded PSH that is permitted to target youth experiencing homelessness should follow the order of priority under Section III.B.1., as adopted by the NACH CoC, to the extent in which youth meet the stated criteria.

3. Recipients in the NACH CoC must exercise due diligence when conducting outreach and assessment to ensure that persons are prioritized for assistance based on their length of time homeless and the severity of their needs following the order of priority described in this Notice, and as adopted by the CoC. HUD recognizes that some persons—particularly those living on the streets or in places not meant for human habitation—might require significant engagement and contacts prior to their entering housing and recipients are not required to keep units vacant indefinitely while waiting for an identified eligible individual or family to accept an offer of PSH. Recipients of CoC Program-funded PSH are encouraged to follow a Housing First approach to the maximum extent practicable. Street outreach providers should continue to make attempts to engage those persons that have been resistant to accepting an offer of PSH and where the CoC has adopted these orders of priority into their written standards, these individuals and families must continue to be prioritized until they are housed.

Using Coordinated Entry and a Standardized Assessment Process to Determine Eligibility and Establish a Prioritized Waiting List

A. Coordinated Entry Requirement

Provisions at 24 CFR 578.7(a)(8) requires that each CoC, in consultation with recipients of Emergency Solutions Grants (ESG) program funds within the CoC's geographic area, establish and operate either a centralized or coordinated assessment system (referred to in this Notice as coordinated entry or coordinated entry process) that provides an initial, comprehensive assessment of the needs of individuals and families for housing and services. The NACH COC has adopted the order of priority in Section III of this Notice into the NACH CoC’s written standards which uses a coordinated entry process to ensure that there is a single prioritized list for all CoC Program-funded PSH within the CoC. Under no circumstances shall the order of priority be based upon diagnosis or disability type, but
instead on the length of time an individual or family has been experiencing homelessness and the severity of needs of an individual or family.

B. Written standards for Creation of a Single Prioritized List for PSH

The NACH CoC includes in their policies and procedures governing their coordinated entry system a requirement that all CoC Program-funded PSH accept referrals only through a single prioritized list that is created through the CoCs coordinated entry process, which should also be informed by the CoCs street outreach. This process ensure that CoC Program-funded PSH is being used most effectively. The single prioritized list should be updated frequently to reflect the most up-to-date and real-time data as possible.

C. Standardized Assessment Tool Requirement

NACH providers utilize the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT) as the common assessment, currently utilized by more than 130 communities nationwide, to screen any single individual experiencing homelessness. (Individuals not identifying themselves as homeless -- residing on the streets, in shelter or transitional housing -- and families do not receive an assessment through this process). The assessment takes approximately 20 minutes to administer, and can be conducted by NACH Coordinated Intake Specialists who have been trained and certified to use the Homeless Management Information System (HMIS).

Severity of Service Needs
(a) For the purposes of Notice (CPD-16-11), this means an individual for whom at least one of the following is true:

i. History of high utilization of crisis services, which include but are not limited to, emergency rooms, jails, and psychiatric facilities; and/or

ii. Significant health or behavioral health challenges, substance use disorders, or functional impairments which require a significant level of support in order to maintain permanent housing.

iii. For youth and victims of domestic violence, high risk of continued trauma or high risk of harm or exposure to very dangerous living situations.

iv. When applicable CoC’s and recipients of CoC Program-funded PSH may use an alternate criteria used by Medicaid departments to identify high-need, high cost beneficiaries.

(b) Severe service needs as defined in paragraphs i.-iv. above should be identified and verified through data-driven methods such as an administrative data match or through the use of a standardized assessment tool and process and should be documented in a program participant’s case file. The determination must not be based on a specific diagnosis or disability
type, but only on the severity of needs of the individual. The determination cannot be made based on any factors that would result in a violation of any nondiscrimination and equal opportunity requirements, see 24 C.F.R. § 5.105(a)
Appendix E

Protected Health Information (PHI)

The Privacy Rule protects all "individually identifiable health information" held or transmitted by a covered entity or its business associate, in any form or media, whether electronic, paper, or oral.

“Individually identifiable health information” is information, including demographic data, that relates to:

- the individual’s past, present or future physical or mental health or condition,
- the provision of health care to the individual, or
- the past, present, or future payment for the provision of health care to the individual, and that identifies the individual or for which there is a reasonable basis to believe can be used to identify the individual. Individually identifiable health information includes many common identifiers (e.g., name, address, birth date, Social Security Number).

The Privacy Rule excludes from protected health information employment records that a covered entity maintains in its capacity as an employer and education and certain other records subject to, or defined in, the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g.

De-Identified Health Information. There are no restrictions on the use or disclosure of de-identified health information. De-identified health information neither identifies nor provides a reasonable basis to identify an individual. There are two ways to de-identify information; either:

1) a formal determination by a qualified statistician; or

2) the removal of specified identifiers of the individual and of the individual’s relatives, household members, and employers is required, and is adequate only if the covered entity has no actual knowledge that the remaining information could be used to identify the individual.

For more information please visit [www.hhs.gov/sites/default/files/privacysummary.pdf](http://www.hhs.gov/sites/default/files/privacysummary.pdf)
## 2019 HUD NOFA FINAL PROJECT RANKING

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<th>Rank</th>
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<th>Project Type</th>
<th>Project Status</th>
<th>Organization</th>
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<td>New</td>
<td>Family Services</td>
<td>$94,285</td>
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**Unranked**: Planning, Annual

**Organization**: NACH

**Grant Amount**: $759,557

---

DV - Domestic Violence
HHA - Huntsville Housing Authority
HMIS - Homeless Management Information System
NACH - North Alabama Coalition for the Homeless
PH - Permanent Housing
PSH - Permanent Supportive Housing
RRH - Rapid Rehousing
SSO-CE - Supportive Services Only-Coordinated Entry

*New projects were re-ranked after discussion with applicants based upon greater community need of housing homeless individuals and the necessity of keeping current PSH clients in housing.*

**Wellstone RRH project is ranked 4th and straddles Tier 1 and Tier 2.
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<thead>
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<th>Rank</th>
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**Total Request** $759,557

DV - Domestic Violence
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HMIS - Homeless Management Information System
NACH - North Alabama Coalition for the Homeless
PH - Permanent Housing
PSH - Permanent Supportive Housing
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*New projects were re-ranked after discussion with applicants based upon greater community need of housing homeless individuals and the necessity of keeping current PSH clients in housing.

**Wellstone RRH project is ranked 4th and straddles Tier 1 and Tier 2.
HUD Continuum of Care (CoC) Program Competition

FY2019 CoC Program NOFA

e-snaps info

NACH NOFA Announcement and RFP

Project Ranking and Review Criteria

Project Review

Final Project Ranking

NOFA Application

Priority Listing

Important Dates:

August 1, 2019 - Notify NACH of intent to submit renewal or new project.

August 16, 2019 - All renewals and new projects must be submitted in e-snaps

August 21, 2019 - CoC meeting to rank and review all projects

August 28, 2019 - Project acceptance / rejection notices will be sent out

September 27, 2019 - HUD CoC NOFA application must be posted to NACH website

September 30, 2019 - HUD CoC NOFA must be submitted
For the best experience, open this PDF portfolio in Acrobat X or Adobe Reader X, or later.

Get Adobe Reader Now!
Applicant: North Alabama Coalition for the Homeless Inc.  
Project: AL-503 CoC Registration FY 2019

Before Starting the Project Listings for the CoC Priority Listing

The FY 2019 CoC Consolidated Application requires TWO submissions. Both this Project Priority Listing AND the CoC Application MUST be submitted prior to the CoC Program Competition deadline as required by the FY 2019 CoC Program Competition NOFA.

The FY 2019 CoC Priority Listing includes the following:

- Reallocation forms – must be completed if the CoC is reallocating eligible renewal projects to create new projects as described in the FY 2019 CoC Program Competition NOFA.
- New Project Listing – lists all new project applications created through reallocation, the CoC Bonus, and DV Bonus that have been approved and ranked or rejected by the CoC.
- Renewal Project Listing – lists all eligible renewal project applications that have been approved and ranked or rejected by the CoC.
- UFA Costs Project Listing – applicable and only visible for Collaborative Applicants that were designated as a Unified Funding Agency (UFA) during the FY 2019 CoC Program Registration process. Only 1 UFA Costs project application is permitted and can only be submitted by the Collaborative Applicant.
- CoC Planning Project Listing – Only 1 CoC planning project is permitted per CoC and can only be submitted by the Collaborative Applicant.
- YHDP Project Listing – lists the eligible YHDP renewal project for the CoC that must be approved and ranked or rejected by the CoC.
- HUD-2991, Certification of Consistency with the Consolidated Plan – Collaborative Applicants must attach an accurately completed, signed, and dated HUD-2991.

Things to Remember:
Before Starting the CoC Application

The CoC Consolidated Application consists of three parts, the CoC Application, the CoC Priority Listing, and all the CoC’s project applications that were either approved and ranked, or rejected. All three must be submitted for the CoC Consolidated Application to be considered complete.

The Collaborative Applicant is responsible for reviewing the following:

1. The FY 2019 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2019 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.
6. Questions marked with an asterisk (*), which are mandatory and require a response.
Grant awarded by local company to assist homeless with job and career skills.
The North Alabama Coalition for the Homeless (NACH) is seeking support in the amount of $10,000 to aid in our mission of providing jobs for the homeless.

With funding through this grant, we will be able to impact the lives of individuals who may be experiencing one-time loss of housing or repetitive homelessness by offering career and skill coaching through workshops.

If awarded this grant, NACH will schedule ten separate workshops that will offer career coaching and skill building.

- The five career coaching workshops will include resume and cover letter preparation, interview training through mock interviews, and individualized assistance to locate and apply for jobs online.
- The five skill building workshops will include landscaping industry skills training in partnership with Alabama Cooperative Extension, food service industry training in partnership with Serving Hope Organization, and Microsoft Office skills training in partnership with University of Alabama in Huntsville faculty.

Meals will be provided the days of the workshops, and NACH will give each person an additional meal gift card to use another day. Bus passes will also be provided to attendees to ensure transportation to and from the workshop venue. Each person attending the workshop will receive one interview-appropriate outfit and properly printed resumes and cover letters.

When our workshop graduates receive a job, NACH will provide each of them with 30 days of bus passes to allow for ease of transportation to and from their new place of employment. Furthermore, the grant money will be used to secure the workshop venue and market the workshop to the community.

Should additional grant money remain, NACH will continue to offer career and skill building services to individuals outside of the workshop environment.

8. If your organization receives a Torch Helps grant, what is the time frame or schedule for expenditure of these funds?

Funding will be expended from May 2019 through May 2020.

9. What region, location and/or client group will be served by the programs(s) for which this grant application is being submitted?

North Alabama, consisting of Madison County, Morgan County and Limestone County homeless families and individuals.

10. Will 100% of Torch Helps grant monies be used in region/location indicated in question 9? (i.e. does all money remain local)
GRANT APPLICATION

Please make sure you complete Sections 1, 2, 3 and 4. Type or print in ink.

**Section 1:** Please complete all of the following:

<table>
<thead>
<tr>
<th><strong>Date:</strong></th>
<th>February 19, 2019</th>
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</thead>
<tbody>
<tr>
<td><strong>Agency Name:</strong></td>
<td>North Alabama Coalition for Homeless</td>
</tr>
<tr>
<td><strong>Address:</strong></td>
<td>1580 Sparkman Dr Suite 111 Huntsville, Al 35816</td>
</tr>
<tr>
<td><strong>Telephone:</strong></td>
<td>256-261-3026</td>
</tr>
<tr>
<td><strong>Agency Website:</strong></td>
<td><a href="http://www.nachcares.org">www.nachcares.org</a></td>
</tr>
<tr>
<td><strong>National Headquarters:</strong></td>
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</tr>
<tr>
<td><strong>Agency Point of Contact (POC) Name:</strong></td>
<td>Lineise Arnold</td>
</tr>
<tr>
<td><strong>POC Phone:</strong></td>
<td>256-261-3026</td>
</tr>
<tr>
<td><strong>POC Email:</strong></td>
<td><a href="mailto:director@nachcares.org">director@nachcares.org</a></td>
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If referred by Torch Technologies employee please provide employee name: LaJoy Jones

<table>
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<tr>
<th><strong>Information</strong></th>
<th><strong>Board President (Chairperson)</strong></th>
<th><strong>Executive Director</strong></th>
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<tbody>
<tr>
<td><strong>Name</strong></td>
<td>Eric Richards</td>
<td>Lineise Arnold</td>
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<tr>
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<tr>
<td><strong>Telephone</strong></td>
<td>931-639-7191</td>
<td>256-261-3026</td>
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**Note:** Attachments may be used for questions requiring additional space.
SSAI SCSEP Host Agency Agreement

To comply with the requirements of the Senior Service America, Inc. (SSAI), Senior Community Service Employment Program (SCSEP), operated under Title V of the Older Americans Act, this Agreement is voluntarily entered by

hereinafter referred to as the Host Agency, and TARCOG
hereinafter referred to as the Sponsor Agency.

The Host Agency agrees to provide a safe and healthful work site for each participant, to provide the orientation and training necessary to perform assigned duties in accordance with a written community service assignment description, to provide additional training as opportunities occur, and, to the extent possible, treat each participant as a regular member of the Host Agency staff.

The Host Agency agrees to consider each participant for regular employment, either full-time or part-time, when vacancies occur in the Host Agency staff or when new positions are created. The Host Agency will also recommend suitable training for unsubsidized placement of the participant. A detailed training plan, which includes skills to be attained and timelines for achieving the goal, will be documented in the participant’s Individual Employment Plan (IEP) and Community Service Assignment Description. The Community Service Assignment Description must specify the nature of the assignment, the hours each participant will train, specific duties and tasks to be performed.

As the onsite day-to-day supervisor of assigned participants, the Host Agency agrees to document any inappropriate work behaviors of participants that may lead to progressive discipline or other incidents and call and discuss with the Project Sponsor.

The Host Agency also agrees to notify the Project Sponsor of any unscheduled leave time of the participants, particularly absences of three days or longer.

The Host Agency understands that the length of time that a participant may remain in the same assignment will be determined in their IEP. The Host Agency understands that the Sponsor Agency may reassign any participant when that reassignment will increase the participant’s opportunities for training or unsubsidized employment or will otherwise serve the best interests of the participant.

While this agreement is in effect, the Host Agency agrees to not provide community service assignments for participants serving through another national Title V project sponsor.

The Host Agency agrees to abide by the hours and work schedules mutually agreed to for each participant and to provide: properly prepared time sheets (the supervisor will...
This Agreement is in effect from July 1, 2019 - June 30, 2020

Signed — Host Agency

Host Agency: North AL Coalition for the Homeless FM

Representative's Name: Lineise Arnold

Representative's Signature: [Signature]

Host Agency Title: Executive Director

Host Agency Supervisor: Lineise Arnold

Address: 1530 Sparkman Dr Suite III Hsv Al 35816

Phone: 256-261-3029 Fax: __________________

Email: direc@nachcoves.org Date: 5-28-19

Signed — SCSEP Sponsor

SCSEP Sponsor: Top of Alabama Regional Council of Governments (TARCOG)

Representative's Name: John D. Sanders

Representative's Signature: __________________________

Title: Director of Senior Employment Programs

Address: 5075 Research Drive, NW, Huntsville, Al 35805

Phone: 256-716-2454 Fax: 256-830-0843

Email: john.sanders@tarcog.us Date: __________________________

Definition of Host Agency Status

(Check one)

☐ This host agency is a government agency. FEIN [ ] (Required by USDOL).

☐ This host agency is a certified non-profit agency under Section 501(c) (3) of the United States Internal Revenue Code. FEIN 26-0960485 (Required by USDOL).

☑ 501(c) (3) documentation is attached.
Money Smart Series Workshop Schedule w/ Dr. Jones

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<th>Topic</th>
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Sherry R. McFerrin
Program Coordinator
North AL Coalition for the Homeless
1580 Sparkman Drive
Suite 111
Huntsville, AL 35816
(256) 261-3024
(256) 226-2962
Money Smart for Adults Workshops

Is your Budget tight?
A spending plan can help!

Is your Credit deflated?
Learn how to build your credit and manage debt!

Do you have a Saving Plan?
Most Americans can't handle a $400 emergency!

Banking Services
Learn how to better manage your account!

Protecting Your Identity and Other Assets

Join us for a 5 Part Series
April 3, 10, 17, 24 and May 1

Huntsville-Madison County Public Library
915 Monroe St SW, 2nd Floor Adult Services
Huntsville, AL 35801

Please contact Sherry R. McFerrin @ (256)261-3024 for more information

The Alabama Cooperative Extension System (Alabama A&M University and Auburn University) is an equal opportunity educator and employer. Everyone is welcome!
Landscape Cultivation and Management

Horticulture Workshop

Huntsville Main Library

Wednesdays in the 3rd Floor Pruitt Room

10:00am – 11:30pm

- **Workshop #1 - Bed Bugs Wednesday, August 28th**
  Know the enemy- What are bed bugs? How do we get them? This workshop will be focus on prevention, identification and getting rid of bed bugs.

- **Workshop #2 - Snake Identification Wednesday, September 4th**
  What kind of snake is it? This workshop will be focus on the type of snakes we have in Alabama. It will also focus on the food source, habits, and warning of snakes.

- **Workshop #3 - Raised Bed Gardening Wednesday, September 11th**
  How can I grow my own mini garden? This workshop will focus on the requirements you will need to grow plants in a raised bed garden.

- **Workshop #4 - Mower & Equipment Safety Wednesday, September 18th**
  How can I operate the equipment? Why are PPE’s so important? This workshop will focus on the safety and operation of Lawnmowers and Weed eaters.

- **Workshop #5 - Pruning Trees and Shrubs Wednesday, September 25th**
  How to prune this tree? How to prune this Shrub? This workshop will focus on quick and easy ways to prune trees and shrubs in the yard. It will also focus on safety when using power shears, hand pruners, and cutting equipment when working on a job or around your home.
Sherry McFerrin

From: Sherry McFerrin <sherry@nachcares.org>
Sent: Wednesday, August 21, 2019 8:01 AM
To: 'Connie Chow'
Cc: 'mlg0005@aces.edu'; 'director@nachcares.org'; 'amy nachcares.org'; 'faith@nachcares.org'
Subject: RE: NACH Worforce Development Horticulture Workshop Classes and Information
Importance: High

Thank you Connie. I have copied everyone on this email who will need to know the schedule of classes (for all cc'd please refer to the highlighted section of the message below). Take care.

Sherry

From: Connie Chow <cchow@hmcpl.org>
Sent: Tuesday, August 20, 2019 3:43 PM
To: 'Sherry McFerrin' <sherry@nachcares.org>; mlg0005@aces.edu
Subject: RE: NACH Worforce Development Horticulture Workshop Classes and Information

Hi Sherry and Marcus,

I scheduled the Ranee Pruitt room on the 3rd floor from 10am-11:30am for the following dates:

NACH Workforce Development Workshop
Horticulture and Landscape Management
Wed, Aug 28 – Bed Bugs
Wed, Sept 4 – Snake Identification
Wed, Sept 11 – Raised Bed Gardening
Wed, Sept 18 – Lawn Mower and Equipment Safety
Wed, Sept 25 – Pruning Trees and Shrubs

Connie Chow
Branch Manager
Huntsville-Madison County Public Library
Downtown Huntsville Library
915 Monroe Street SW
Huntsville, AL 35801
256-532-5946
www.hmcpl.org
### Distribution of Race

#### All People
- White: 409,830 (74%)
- Black: 106,980 (19%)
- Native: 3,267 (1%)
- Asian/Pacific Islander: 808 (1%)
- Hispanic: 100 (1%)
- Other/Multi-Racial: 62 (1%)

#### Youth*
- White: 44,102 (53%)
- Black: 18,717 (22%)
- Asian/Pacific Islander: 495 (1%)
- Hispanic: 172 (1%)

#### Veterans
- White: 49,456 (27%)
- Black: 3,793 (21%)
- Hispanic: 422 (2%)

### Distribution of Ethnicity

#### All People
- Non-Hispanic: 524,320 (94%)
- Hispanic: 19,693 (3.2%)
- Other/Multi-Ethnic: 19,265 (3.4%)

#### Youth*
- Non-Hispanic: 47,257 (87%)
- Hispanic: 3,811 (7%)

#### Veterans
- Non-Hispanic: 4,637,128 (98%)
- Hispanic: 4,079,176 (88%)

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*Youth are individuals under the age of 25 who are unaccompanied or parenting.

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**Notes:**
- American Community Survey (ACS) 2011-2015 5-year estimates; Veteran CoC data comes from the 2015 1-year estimates; Total youth in the American Community Survey is a roll-up of race estimates of all persons under 25.
- Percent of Time (PIT) 2017 data
Grant awarded by local company to assist homeless with job and career skills.
The North Alabama Coalition for the Homeless (NACH) is seeking support in the amount of $10,000 to aid in our mission of providing jobs for the homeless.

With funding through this grant, we will be able to impact the lives of individuals who may be experiencing one-time loss of housing or repetitive homelessness by offering career and skill coaching through workshops.

If awarded this grant, NACH will schedule ten separate workshops that will offer career coaching and skill building.

- The five career coaching workshops will include resume and cover letter preparation, interview training through mock interviews, and individualized assistance to locate and apply for jobs online.
- The five skill building workshops will include landscaping industry skills training in partnership with Alabama Cooperative Extension, food service industry training in partnership with Serving Hope Organization, and Microsoft Office skills training in partnership with University of Alabama in Huntsville faculty.

Meals will be provided the days of the workshops, and NACH will give each person an additional meal gift card to use another day. Bus passes will also be provided to attendees to ensure transportation to and from the workshop venue. Each person attending the workshop will receive one interview-appropriate outfit and properly printed resumes and cover letters.

When our workshop graduates receive a job, NACH will provide each of them with 30 days of bus passes to allow for ease of transportation to and from their new place of employment. Furthermore, the grant money will be used to secure the workshop venue and market the workshop to the community.

Should additional grant money remain, NACH will continue to offer career and skill building services to individuals outside of the workshop environment.

8. If your organization receives a Torch Helps grant, what is the time frame or schedule for expenditure of these funds?

Funding will be expended from May 2019 through May 2020.

9. What region, location and/or client group will be served by the programs(s) for which this grant application is being submitted?

North Alabama, consisting of Madison County, Morgan County and Limestone County homeless families and individuals.

10. Will 100% of Torch Helps grant monies be used in region/location indicated in question 9? (i.e. does all money remain local)
GRANT APPLICATION

Please make sure you complete Sections 1, 2, 3 and 4. Type or print in ink.

Section 1: Please complete all of the following:

Date: February 19, 2019

Agency Name: North Alabama Coalition for Homeless

Address: 1580 Sparkman Dr Suite 111 Huntsville, Al 35816

Telephone: 256-261-3026

Agency Website: www.nachcares.org

National Headquarters: N/A

Agency Point of Contact (POC) Name: Lineise Arnold

POC Phone: 256-261-3026

POC Email: director@nachcares.org

If referred by Torch Technologies employee please provide employee name: LaJoy Jones

<table>
<thead>
<tr>
<th>Information</th>
<th>Board President (Chairperson)</th>
<th>Executive Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Eric Richards</td>
<td>Lineise Arnold</td>
</tr>
<tr>
<td>Address</td>
<td>1580 Sparkman Dr Suite 111 Huntsville, Al 35816</td>
<td>1580 Sparkman Dr Suite 111 Huntsville, Al 35816</td>
</tr>
<tr>
<td>Telephone</td>
<td>931-639-7191</td>
<td>256-261-3026</td>
</tr>
</tbody>
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Note: Attachments may be used for questions requiring additional space.