

Before Starting the CoC Application

You must submit all three of the following parts in order for us to consider your Consolidated Application complete:

1. the CoC Application,
2. the CoC Priority Listing, and
3. all the CoC's project applications that were either approved and ranked, or rejected.

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The FY 2024 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2024 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.

Your CoC Must Approve the Consolidated Application before You Submit It
- 24 CFR 578.9 requires you to compile and submit the CoC Consolidated Application for the FY 2024 CoC Program Competition on behalf of your CoC.
- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

Attachments

Questions requiring attachments to receive points state, "You Must Upload an Attachment to the 4B. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.

- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

1A. Continuum of Care (CoC) Identification

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1A-1. CoC Name and Number: IL-513 - Springfield/Sangamon County CoC

1A-2. Collaborative Applicant Name: County of Sangamon

1A-3. CoC Designation: CA

1A-4. HMIS Lead: MERCY Communities

1B. Coordination and Engagement–Inclusive Structure and Participation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

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1B-1.	Inclusive Structure and Participation–Participation in Coordinated Entry.	
	NOFO Sections V.B.1.a.(1), V.B.1.e., V.B.1f., and V.B.1.p.	
	In the chart below for the period from May 1, 2023 to April 30, 2024:	
	1. select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC’s coordinated entry system; or	
	2. select Nonexistent if the organization does not exist in your CoC’s geographic area:	

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing CoC Board Members	Participated in CoC’s Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
3.	Disability Advocates	Yes	Yes	Yes
4.	Disability Service Organizations	Yes	Yes	Yes
5.	EMS/Crisis Response Team(s)	Yes	Yes	Yes
6.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
7.	Hospital(s)	Yes	Yes	Yes
8.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
9.	Law Enforcement	Yes	Yes	Yes
10.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	Yes	Yes
11.	LGBTQ+ Service Organizations	Yes	Yes	Yes
12.	Local Government Staff/Officials	Yes	Yes	Yes
13.	Local Jail(s)	Yes	Yes	Yes
14.	Mental Health Service Organizations	Yes	Yes	Yes
15.	Mental Illness Advocates	Yes	Yes	Yes
16.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes

17.	Organizations led by and serving LGBTQ+ persons	Yes	Yes	Yes
18.	Organizations led by and serving people with disabilities	Yes	Yes	Yes
19.	Other homeless subpopulation advocates	Yes	Yes	Yes
20.	Public Housing Authorities	Yes	Yes	Yes
21.	School Administrators/Homeless Liaisons	Yes	Yes	Yes
22.	Street Outreach Team(s)	Yes	Yes	Yes
23.	Substance Abuse Advocates	Yes	Yes	Yes
24.	Substance Abuse Service Organizations	Yes	Yes	Yes
25.	Agencies Serving Survivors of Human Trafficking	Yes	Yes	Yes
26.	Victim Service Providers	Yes	Yes	Yes
27.	Domestic Violence Advocates	Yes	Yes	Yes
28.	Other Victim Service Organizations	Yes	Yes	Yes
29.	State Domestic Violence Coalition	No	No	No
30.	State Sexual Assault Coalition	No	No	No
31.	Youth Advocates	Yes	Yes	Yes
32.	Youth Homeless Organizations	Yes	Yes	Yes
33.	Youth Service Providers	Yes	Yes	Yes
	Other: (limit 50 characters)			
34.	Faith Communities	Yes	Yes	Yes
35.	Land of Lincoln Legal Aid	Yes	Yes	Yes

1B-1a.	Experience Promoting Racial Equity.	
	NOFO Section III.B.3.c.	

Describe in the field below your CoC's experience in effectively addressing the needs of underserved communities, particularly Black and Brown communities, who are substantially overrepresented in the homeless population.

(limit 2,500 characters)

A key element of HCoC's commitment to fostering an equitable system of care is ENSURING REPRESENTATION OF BLACK AND BROWN COMMUNITIES ACROSS ALL BOARDS, TASK GROUPS, AND COMMITTEES involved in HCoC activities. For instance, when the community established a new Strategy Board in 2022 to enhance support for the HCoC Board of Directors and spearhead efforts to address homelessness, governance mandated that one-third of its members be Black, Indigenous, or other People of Color. Additionally, the board includes a dedicated professional in Diversity, Equity, Inclusion, and Belonging.

To further this commitment, the HCoC has expanded its Lived Experience Advisory Board, Youth Action Board, and various task groups focused on Coordinated Entry, Street Outreach, Emergency Shelter, Supportive Housing, Youth Homelessness, Discharge Planning, and Community Education. These groups actively engage Black and Brown communities to identify gaps, barriers, solutions, and necessary policy changes, ensuring that our Crisis Response System evolves toward greater equity. This dedication to REPRESENTATION IS PRESENT AT EVERY LEVEL OF OUR SYSTEM, FROM IDENTIFYING CHALLENGES TO DEVELOPING STRATEGIES AND MAKING FUNDING AND SERVICE DELIVERY DECISIONS.

An example of the HCoC's successful advancement of racial equity is our DEVELOPMENT AND ADOPTION OF A NEW COORDINATED ENTRY ASSESSMENT TO REPLACE THE VI-SPDAT. This initiative was informed by research highlighting racial disparities associated with the VI-SPDAT, and revisions were made based on insights from our Lived Experience Advisory Board, and Street Outreach, Coordinated Entry, and Supportive Housing Task Groups. Recognizing the critical role of Coordinated Entry in facilitating equitable access to supportive housing, the HCoC sought assistance from our Strategy Board to secure funding for a consultant to analyze the equity implications of the new assessment, its structure, and related policy changes. Through this collaborative process, the HCoC has developed skills and practices to regularly analyze Coordinated Entry data, ensuring equity in housing opportunities remains a priority.

1B-2.	Open Invitation for New Members.	
NOFO Section V.B.1.a.(2)		
Describe in the field below how your CoC:		
1.	communicated a transparent invitation process annually (e.g., communicated to the public on the CoC's website) to solicit new members to join the CoC;	
2.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and	
3.	invited organizations serving culturally specific communities experiencing homelessness in your CoC's geographic area to address equity (e.g., Black, Latino, Indigenous, LGBTQ+, and persons with disabilities).	

(limit 2,500 characters)

1.HCoC extends public invitations A MINIMUM OF SIX TIMES A YEAR through a variety of mediums to solicit new members to join the HCoC and attend General Membership meetings. The front page of the HCOC WEBSITE provides instructions on how to become a part of the General Membership and new sign-ups for the HCoC NEWSLETTER receive a follow-up inviting them to become a General Member and volunteer for HCoC Task Groups. PUBLIC INVITATIONS were extended through the CoC Facebook page and as a part of PUBLIC PRESENTATIONS that HCoC staff and board gave to CHURCHES, ROTARY CLUBS, and LOCAL GOVERNMENT. COMMUNITY EVENTS, MEDIA INTERVIEWS, AND LOCAL NEWSPAPER ARTICLES were a focus this year to share CoC information and invite people to join. Our Community Education Task Group updated an online COMMUNITY AMBASSADOR TRAINING that has been completed by 170 Community members with education on our strategy, housing first programs, overcoming stigma, and ends with an opportunity to join our General Membership. COMMUNITY SUMMITS AND FOCUS GROUPS connected to our community wide strategic planning process also shared information about joining the General Membership.

2. HCoC ENSURES EFFECTIVE COMMUNICATION with individuals with disabilities by ensuring CLOSED CAPTIONING is available for meetings held via Zoom and also publishing videos of our General Membership meetings to YouTube so that closed captioning is accessible. Agendas, meeting minutes, and policy DOCUMENTS ARE SHARED IN ACCESSIBLE PDF FORMATS. Announcements, news, and other invitations are made on the public CoC Facebook page in order to utilize the platform’s ACCESSIBILITY TOOLS. HCoC newsletter emails are sent through MailChimp and were designed using MailChimp’s Accessibility toolkit. HCoC has worked with a member organization, SPRINGFIELD CENTER FOR INDEPENDENT LIVING, to provide FEEDBACK ON EFFECTIVENESS OF COMMUNICATION in order to improve on current practices.

3. HCoC Staff invite organizations SERVING CULTURALLY SPECIFIC COMMUNITIES to actively participate in the COC. In the past four years, our General Membership grew FROM 21 ORGANIZATIONS TO OVER 50 ORGANIZATIONS through outreach and intentional invitations. The implementation of our HCoC STRATEGIC PLAN and EQUITY ANALYSIS included a focus on ensuring diverse representation across the CoC's work . All boards and task groups of the Continuum of Care have INCREASED IN DIVERSITY in the past 12 months.

1B-3.	CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section V.B.1.a.(3)	

Describe in the field below how your CoC:	
1.	solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;
2.	communicated information during public meetings or other forums your CoC uses to solicit public information;
3.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and
4.	took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.

(limit 2,500 characters)

1.HCoC GATHERS/USES VARIETY OF OPINIONS through focus groups with people with lived experience, the HCoC Lived Experience Advisory Board, and well publicized BI-MONTHLY meetings with time for PUBLIC COMMENT. CoC Staff participate in community meetings in multiple neighborhoods and in local City Council, Township, and County Board meetings. HCoC staff/board REGULARLY PRESENT at community events such as Rotary Club, Local Government meetings, faith community gatherings, for education and to solicit feedback.

2.HCoC communicated information by INCLUDING STRUCTURED SPACE IN EACH OF OUR PUBLIC GENERAL MEMBERSHIP MEETINGS for agencies, advocates, community partners, and the public to share updates. HCoC’s EMAIL NEWSLETTER REACHES 318 PEOPLE & shares content while also creating an easy way for people to respond to the email with questions. CoC’s WEBSITE AND FACEBOOK page have been effective methods of sharing information & collecting feedback.

3. HCoC staff RESEARCHES BEST PRACTICES on effective communication for persons with disabilities each year. An HCoC General Membership organization who specializes in increasing opportunities for equality, integration, and independence for all persons with disabilities PROVIDED FEEDBACK ON HOW WE CAN IMPROVE our email and website communication to be more effective and suggested additional resources to help improve practices and IMPLEMENT RECOMMENDATIONS.

4.HCoC INCORPORATES INFO FROM PUBLIC into strategic plans, written policies, and by using it to GUIDE FUNDING PRIORITIES, INFORM STRATEGY, and EXPAND SERVICES. Results from recent feedback ELEVATED THE ISSUES OF UNSHELTERED HOMELESSNESS, STREET OUTREACH, AND EMERGENCY SHELTER AVAILABILITY as areas of emphasis for improvement. Feedback from focus groups and the Lived Experience Advisory Board highlighted the need for developing more flexible pathways for people to access our CES and increasing collaboration among diversion and prevention services available. HCoC Coordinated Entry Case Conferencing Committee and the Homelessness Prevention Task Group DEVELOPED ACTION STEPS TO EXPAND SERVICES AND CLARITY OF COMMUNICATION. A Housing Helpline has been created so community members can utilize a common assessment for referrals to several different sources of rent and utility assistance as well as do a Coordinated Entry assessment by phone.

1B-4.	Public Notification for Proposals from Organizations Not Previously Awarded CoC Program Funding.	
	NOFO Section V.B.1.a.(4)	

	Describe in the field below how your CoC notified the public:	
1.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;	
2.	about how project applicants must submit their project applications—the process;	

	3. about how your CoC would determine which project applications it would submit to HUD for funding; and
	4. ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats.

(limit 2,500 characters)

1.HCoC notified the public that it is accepting project application proposals by POSTING ON CoC WEBSITE AND FACEBOOK PAGE, EMAILING all CoC email subscribers, and ANNOUNCING the local competition at the CoC General Membership meetings prior to competition start. HCoC INVITED ORGANIZATIONS WHO HAVE NOT PREVIOUSLY RECEIVED FUNDING THROUGH THE CoC program to apply through announcements and posts about the competition. CoC HOSTED A PUBLIC COMPETITION TA WEBINAR to help new applicants with NOFO process, local competition, and steps to apply. Videos of the TA webinar was added to CoC website. In all communications, questions were welcomed so CoC STAFF COULD PROVIDE INDIVIDUALIZED ASSISTANCE FOR FIRST TIME APPLICANT ORGANIZATIONS. We provided TA for two organizations who were exploring HUD funding for the first time this year.

2.HCoC communicated about project applications submission through the HCoC WEBSITE, INSTRUCTIONS INCLUDED IN LOCAL APPLICATION and through CoC COMPETITION TA WEBINAR. The TA webinar walked through a step-by-step process for completing and submitting project applications. The process involved organizations completing an online project application for all new and renewal projects the organization desired to apply for. Additionally, organizations had to send program budget and an APR or other data needed for the scoring process by email to CoC staff.

3. All HCoC Competition communication included links to HCoC Local Competition Policy, Appeal Process, and Rating and Ranking Scorecard. Competition information was posted on the HCoC website, Facebook posts, and General Membership emails which are also posted publicly on the HCoC Website. HCOC SCORED AND RANKED RENEWAL AND NEW PROJECTS based on OBJECTIVE FACTORS about agency capacity, system performance, and community need. The R&R Committee included five individuals with diverse backgrounds. The R&R Committee presented a recommended ranked list to the HCoC Board for approval per the local competition policy. Requests for appeals were taken into consideration by the R&R Committee resulting in scoring changes that impacted the final Ranked List.

4.HCoC made all competition documents available in ACCESSIBLE PDF FORMATS and announced local competition through an email developed using MailChimp’s Accessibility toolkit. TA webinar was held via Zoom and posted to YouTube to ensure closed captioning was available. HCoC Coordinator was available to provide any other requested accommodations.

1C. Coordination and Engagement

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

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1C-1.	Coordination with Federal, State, Local, Private, and Other Organizations.	
	NOFO Section V.B.1.b.	
	In the chart below:	
	1. select yes or no for entities listed that are included in your CoC’s coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or	
	2. select Nonexistent if the organization does not exist within your CoC’s geographic area.	

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with the Planning or Operations of Projects?
1.	Funding Collaboratives	Yes
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Yes
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBTQ+ persons	Yes
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Yes
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	
18.	Local Faith Communities	Yes

1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section V.B.1.b.	

In the chart below select yes or no to indicate whether your CoC:

1.	Consulted with ESG Program recipients in planning and allocating ESG Program funds?	Yes
2.	Provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area?	Yes
3.	Ensured local homelessness information is communicated and addressed in the Consolidated Plan updates?	Yes
4.	Coordinated with ESG recipients in evaluating and reporting performance of ESG Program recipients and subrecipients?	Yes

1C-3.	Ensuring Families are not Separated.	
	NOFO Section V.B.1.c.	

Select yes or no in the chart below to indicate how your CoC ensures emergency shelter, transitional housing, and permanent housing (PSH and RRH) do not deny admission or separate family members regardless of each family member's self-reported sexual orientation and gender identity:

1.	Conducted mandatory training for all CoC- and ESG-funded service providers to ensure families are not separated?	Yes
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure family members are not separated?	Yes
3.	Worked with CoC and ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients?	Yes
4.	Worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within your CoC's geographic area that might be out of compliance and took steps to work directly with those facilities to bring them into compliance?	Yes
5.	Sought assistance from HUD by submitting questions or requesting technical assistance to resolve noncompliance by service providers?	Yes

1C-4.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate the entities your CoC collaborates with:

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	Yes
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

1C-4a.	Formal Partnerships with Youth Education Providers, SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Describe in the field below the formal partnerships your CoC has with at least one of the entities where you responded yes in question 1C-4.

(limit 2,500 characters)

HCoC Gen Membership includes our local LEA, the REGIONAL OFFICE OF EDUCATION (ROE) for our CoC, the largest school district in Sangamon County, SPRINGFIELD PUBLIC SCHOOLS DISTRICT #186 (SPS 186), Springfield Urban League who provides Head Start and Early Start programming, a local community college and a local university, & the Mini O'Beirne Crisis Nursery that provides childcare from birth-six years. Our Governance Charter highlights this partnership for board seats and a staff person from our LEA, the ROE, SERVES ON THE HCoC BOARD. HCoC is a COMMUNITY PARTNER IN THE CONTINUUM OF LEARNING INITIATIVE that promotes practices & programs to ensure all children in our community are ready to learn & all young adults are ready to enter the world of work. The Continuum of Learning allows HCoC to collaborate w/ local school districts, Head Start programs, & community partners to develop strategies to make sure all children have access to education opportunities. Youth Education providers are INVITED TO JOIN HCoC GENERAL MEMBERSHIP & PROVIDE UPDATES, OFFER CONNECTIVITY TO SERVICE PROVIDERS, AND SHARE GUIDANCE ON LOCAL NEEDS. In the past year, HCoC's YOUTH HOMELESSNESS TASK GROUP (YHTG) has been working with all of these partners to discuss local data, examine causes of youth homelessness, identify existing community resources, identify current community gaps, establish and support the HCoC's YOUTH ACTION BOARD, and outline action steps for moving forward. The HCoC, ROE and SPS 186 provide DATA ON YOUTH HOMELESSNESS and provide TRAINING ON RESOURCES AVAILABLE to assist students in attending the school of their choice and ensuring that families are not separated. Additionally, the HCoC provides training to the ROE and SPS 186 about COORDINATED ENTRY, CRISIS HOUSING PROGRAMS, and OTHER YOUTH AND FAMILY RESOURCES available in the community. The HCoC has MEMORANDUM OF AGREEMENTS with both the ROE and SPS 186 that help to continue to foster the type of collaborations detailed here through YOUTH HOMELESSNESS TASK GROUP EFFORTS.

1C-4b.	Informing Individuals and Families Who Have Recently Begun Experiencing Homelessness about Eligibility for Educational Services.	
	NOFO Section V.B.1.d.	

Describe in the field below written policies and procedures your CoC uses to inform individuals and families who have recently begun experiencing homelessness of their eligibility for educational services.

(limit 2,500 characters)

The title VII-B of the MCKINNEY-VENTO HOMELESS ASSISTANCE ACT, as amended by the EVERY STUDENT SUCCEEDS ACT has been adopted by the HCoC as our guide and working policy. Per CoC policy, all HCoC agencies that serve children and youth GIVE FAMILIES, GUARDIANS, AND PARENTS OF YOUTH EXPERIENCING HOMELESSNESS EDUCATIONAL MATERIALS that explain their educational rights according to the McKinney-Vento legislation. Each family with children experiencing homelessness or an unaccompanied youth RECEIVE A COPY OF THE EDUCATION FOR HOMELESS CHILDREN AND YOUTHS PROGRAM NON-REGULATORY GUIDANCE at the time of intake. Families experiencing homelessness are informed by organization staff and their caseworkers that they may stay in their home schools regardless of where they are seeking safe shelter and that the school must provide transportation if needed. The HCoC ensures agencies have contact information for all school districts located within Sangamon County through a resource guide developed and maintained by our LEA partner, the Regional Office of Education 51. The largest school district in our county, Springfield Public Schools District #186 (SPS 186), employs Homeless Liaison staff to help guide families through all resources and services available to them. ROE and SPS 186 are BOTH REPRESENTED IN THE HCOG GENERAL MEMBERSHIP and provide updates as part of regular General Membership meetings to ensure service providers are up to date on current procedures. Both of these organizations also PARTICIPATE IN THE HCOG YOUTH HOMELESSNESS TASK GROUP and help that group explore gaps in services and challenges associated with ensuring all individuals and families are aware of their eligibility for educational services. As the Youth Homelessness Task Group identifies policies, trainings, or other considerations the community should consider they work through the HCoC Board of Directors to implement necessary policy changes and training. The HCoC has developed and updated COMMUNITY STANDARDS FOR RAPID REHOUSING AND PERMANENT SUPPORTIVE HOUSING that include best practices including informing households of their eligibility for educational services.

1C-4c.	Written/Formal Agreements or Partnerships with Early Childhood Services Providers.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate whether your CoC has written formal agreements or partnerships with the listed providers of early childhood services:

		MOU/MOA	Other Formal Agreement
1.	Birth to 3 years	Yes	No
2.	Child Care and Development Fund	No	No
3.	Early Childhood Providers	Yes	No
4.	Early Head Start	Yes	No
5.	Federal Home Visiting Program–(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	No
6.	Head Start	Yes	No
7.	Healthy Start	Yes	No
8.	Public Pre-K	Yes	No

9.	Tribal Home Visiting Program	No	No
	Other (limit 150 characters)		
10.	Crisis Nursery for Children from Birth to Age 6	Yes	No

1C-5.	Addressing Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking–Collaboration with Federally Funded Programs and Victim Service Providers.
	NOFO Section V.B.1.e.

In the chart below select yes or no for the organizations your CoC collaborates with:

	Organizations	
1.	State Domestic Violence Coalitions	Yes
2.	State Sexual Assault Coalitions	Yes
3.	Anti-trafficking Service Providers	Yes
	Other Organizations that Help this Population (limit 500 characters)	
4.	Sojourn Shelter and Services Inc, Local Domestic Violence Service provider	Yes

1C-5a.	Collaborating with Federally Funded Programs and Victim Service Providers to Address Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC regularly collaborates with organizations that you selected yes to in Question 1C-5 to:

1.	update CoC-wide policies; and
2.	ensure all housing and services provided in the CoC's geographic area are trauma-informed and can meet the needs of survivors.

(limit 2,500 characters)

1. Sojourn Shelter and Services is a HCoC organization that provides services for survivors of domestic violence, dating violence, sexual assault, and stalking and serves as the local operator of the INFONET database in our CoC's geographic area. Sojourn's Chief Executive Officer SERVES ON HCOC BOARD OF DIRECTORS. Staff from Sojourn who are certified domestic violence professionals PARTICIPATE IN THE HCOC GENERAL MEMBERSHIP AND IN THE EMERGENCY SHELTER, STREET OUTREACH, AND COORDINATED ENTRY TASK GROUPS. Through participation in each of these boards and task groups, Sojourn ACTIVELY SHAPES POLICIES AND PROCEDURES THAT IMPACT OUR ENTIRE CONTINUUM. A recent example involved the HCoC EVALUATING AND MODIFYING OUR NEW CE ASSESSMENT AND PRIORITIZATION PROCESS and Sojourn staff DEVELOPING A NEW ASSESSMENT TO PRIORITIZE HOUSEHOLDS FEELING DOMESTIC VIOLENCE AND OTHER UNSAFE SITUATIONS that was incorporated into our COORDINATED ENTRY ASSESSMENT. This collaboration ensured the NEEDS OF SURVIVORS AND ORGANIZATIONS WHO PROVIDE SERVICES TO SURVIVORS were reflected in continuum policy and procedures. Further PARTICIPATION IN THE ONGOING WORK OF THE COORDINATED ENTRY TASK GROUP and case conferencing meetings ensures that updates and improvements can be made to the policy and procedures as the community adapts and recognizes the need for further changes.

2. HCoC TRAINS, ENCOURAGES, AND EVALUATES how services can incorporate trauma-informed principles with special attention to the needs of survivors. At the General Membership level, this involves trainings from Southern Illinois University's Survivor Recovery Center to explain the services they offer for survivors of crimes within the past three years and the trauma-informed approach to services that others can also utilize. At the task group level, Sojourn Shelter's certified domestic violence staff are integrated into CoC task groups and have IDENTIFIED AREAS OF IMPROVEMENT FOR DISCUSSION. Agencies are encouraged to take active steps to TRAIN EMPLOYEES ON TRAUMA-INFORMED principles and the HCOC scores agencies on this training for ESG and HUD CoC Competition applications. COMMUNITY STANDARDS on housing and services include Trauma-informed training in service standards.

1C-5b.	Implemented Safety Planning, Confidentiality Protocols in Your CoC's Coordinated Entry to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC's coordinated entry addresses the needs of DV survivors by including:	
1.	safety planning protocols; and	
2.	confidentiality protocols.	

(limit 2,500 characters)

1. HCoC Coordinated Entry Policies ensure a path through CES exists that PROTECTS AND PROMOTES THE SAFETY AND CONFIDENTIALITY of people fleeing domestic and dating violence, sexual assault, and stalking. Available community resources allow homeless providers, police departments, local hospitals, and community members to refer survivors for IMMEDIATE SAFE SHELTER AND SERVICES at Sojourn Shelter and Services. Sojourn has staff who are trained to conduct CE assessments. In the event a survivor chooses to seek services from non-domestic violence service providers, all organizations utilizing CES are trained in best practices including how to protect the identities of survivors in HMIS while ensuring they have access to all housing resources in the community through the CES and retain the ability to choose the safest option available. Shelter intake, Diversion, and Street Outreach staff are TRAINED TO ASSESS THE SAFETY of households and DEVELOP SAFETY PLANS. Sojourn Shelter is open 24 hours a day and is AVAILABLE TO ASSIST OTHER ORGANIZATIONS WITH SAFETY PLANNING including access to emergency shelter, pursuing orders of protection, and providing cell phones and other services to improve safety. Newly developed Community Standards provide guidance for DEVELOPING SAFETY PLANS AT FIRST INTERACTION with clients.

2.HCoC ENSURES CONFIDENTIALITY & SAFETY and creates client choice through connections to a variety of housing opportunities. Certified Victim Service Provider staff from Sojourn Shelter and Services provide CES assessments and MAINTAIN A SEPARATE CE LIST WITHOUT PERSONALLY IDENTIFIABLE INFORMATION. The HCoC HMIS Administrator MONITORS THE DV CES LIST and INCORPORATES ANONYMOUS CLIENTS in the HCoC CES list for prioritization. SOJOURN PARTICIPATES IN CE CASE CONFERENCING MEETINGS and other CoC work groups to ensure they are aware of all housing available. Survivors choose their participation in DV specific housing programs or general CoC programs. CoC agencies are trained on BEST PRACTICES/OFFERING CONFIDENTIAL SERVICES in serving DV survivors and how to collaborate with Sojourn to serve clients. Non-DV service providers are trained on how to lock and protect personally identifying information within HMIS.

1C-5c.	Coordinated Annual Training on Best Practices to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

In the chart below, indicate how your CoC facilitates training for project staff and coordinated entry staff that addresses best practices on safety planning and confidentiality protocols:

		Project Staff	Coordinated Entry Staff
1.	Training Occurs at least annually?	Yes	Yes
2.	Incorporates Trauma Informed best practices?	Yes	Yes
3.	Incorporates Survivor-Centered best practices?	Yes	Yes
4.	Identifies and assesses survivors' individual safety needs?	Yes	Yes
5.	Enhances and supports collaboration with DV organizations?	Yes	Yes

6.	Ensures survivors' rights, voices, and perspectives are incorporated?	Yes	Yes
	Other? (limit 500 characters)		
7.	Training on Motivational Interviewing to increase self-confidence and self-efficacy to accept support.	Yes	Yes

** **

1C-5d.	Implemented VAWA-Required Written Emergency Transfer Plan Policies and Procedures for Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below:

1.	whether your CoC's written policies and procedures include an emergency transfer plan;
2.	how your CoC informs all households seeking or receiving CoC Program assistance about their rights to an emergency transfer;
3.	what your CoC requires households to do to request emergency transfers; and
4.	what your CoC does in response to households requesting emergency transfers.

(limit 2,500 characters)

1. Emergency Transfer Plan policies and procedures are a part of the HCoC Coordinated Entry Policy. The HCoC PROVIDES CoC-WIDE TRAINING once a year about the HCoC Emergency Transfer Plan policies and procedures to case managers, street outreach teams, and all HCoC service providers. EDUCATING A BROAD GROUP OF STAKEHOLDERS is an important part of our efforts to ensure people throughout the community are aware of the transfer plan in the event they work with someone who would qualify for a transfer. Additionally, the EMERGENCY TRANSFER PLAN IS INCORPORATED INTO RAPID REHOUSING AND PERMANENT SUPPORTIVE HOUSING COMMUNITY STANDARDS.

2. Copies of the emergency transfer plan policy are provided to all housing providers and the Emergency Transfer Policy is INCLUDED IN INFORMATIONAL PACKETS provided to individuals and families upon entry into housing.

3. To request an emergency transfer, the TENANTS NOTIFY HOUSING CASE MANAGER OR ADMINISTER WHO ASSISTS IN SUBMITTING A WRITTEN REQUEST FOR A TRANSFER. Housing providers provide reasonable accommodations to this policy for individuals with disabilities. The tenant's written request for an emergency transfer should include either a statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant were to remain in the same dwelling unit assisted under housing program or a statement that the tenant was a sexual assault victim and that the sexual assault occurred on the premises during the 90-calendar-day period preceding the tenant's request for an emergency transfer.

4. When an Emergency Transfer request is made, case manager and the agency directing the housing program WORK ON A SAFETY PLAN AND TEMPORARY ACCOMMODATIONS when necessary while the request is in process. Emergency Transfer Requests are IMMEDIATELY SUBMITTED TO LEAD AGENCY STAFF who convene a meeting of the Coordinated Entry Task Group WITHIN THREE DAYS of the receipt of the request to make a determination. HCoC Staff work with the housing providers assisting the household to provide information and prepare a report for the CE Task Group. When a request is granted, HCoC Staff work initially with the housing provider that facilitated the request, the client, and HCoC Housing Navigator to find an appropriate unit that meets the household's safety needs.

1C-5e.	Facilitating Safe Access to Housing and Services for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC ensures households experiencing trauma or a lack of safety related to fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking have safe access to all of the housing and services available within your CoC's geographic area.

(limit 2,500 characters)

The HCoC COORDINATED ENTRY PROCESS ALLOWS SURVIVORS TO SEEK ASSISTANCE AT ANY AGENCY and agencies are trained to make appropriate referrals to support clients. Sojourn Shelter and Services, Inc. is the designated agency that provides services & shelter to survivors if a client chooses they would prefer to utilize that service. Sojourn utilizes a TRAUMA-INFORMED, SURVIVOR-CENTERED APPROACH for intake, DV crisis management, & supportive services. If clients choose to go to Sojourn, transportation is provided & survivors are escorted to respect their choice and ensure safety. HCoC ENSURES CONFIDENTIALITY AND SAFETY and creates client choice through connections to all housing opportunities clients are eligible for through the Coordinated Entry System. CoC agencies are trained on BEST PRACTICES/OFFERING CONFIDENTIAL SERVICES in serving DV survivors and collaborate with Sojourn to serve clients. Additionally, Certified Victim Service Provider staff from Sojourn Shelter are available to PROVIDE CES ASSESSMENTS and all Coordinated Entry assessors are trained to have a victim-centered approach. Clients that indicate that they are survivors are added to the CES LIST WITHOUT INCLUDING PERSONALLY IDENTIFYING INFORMATION. Survivors choose their participation in DV specific housing programs or general CoC programs. SOJOURN PARTICIPATES IN CE CASE CONFERENCES & OTHER CoC WORK GROUPS to ensure they are aware of all housing available.

1C-5f.	Identifying and Removing Barriers for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC ensures survivors receive safe housing and services by:	
	1. identifying barriers specific to survivors; and	
	2. working to remove those barriers.	

(limit 2,500 characters)

1. AWARENESS AND ACCESS ARE TWO CRITICAL BARRIERS identified by the HCoC Board and the Lived Experience Advisory Board concerning the provision of safe housing and services for survivors of domestic violence. Awareness involves ensuring that community members and stakeholders are informed about the specialized services available for survivors. Our Lived Experience Advisory Board has emphasized the need for effective advertising of these services, training for schools and organizations, and community education. This proactive approach aims to increase the likelihood that individuals experiencing domestic violence, and those around them, KNOW WHERE TO TURN FOR SUPPORT.

ACCESS poses a significant challenge for households seeking safety. When shelters and transitional programs are full, DANGER IS INCREASED FOR THOSE SEEKING SAFETY, leaving them feeling they have few viable options. Additionally, access is vital for supportive housing opportunities within our community. Long wait times, particularly for rapid rehousing, can erode survivors' trust in the system and deter them from remaining in shelters or transitional housing while awaiting safe housing solutions. Expanding supportive housing options will help ensure that shelters and transitional programs consistently have available openings, and enhancing overall access to essential services.

2. The HCoC and our largest provider of services for survivors, Sojourn Shelter and Services Inc., have worked strategically to increase awareness of services for survivors of domestic violence. SOJOURN HAS CREATED PUBLIC EDUCATION AND ADVERTISING CAMPAIGNS to create awareness and education about prevalence of domestic violence and services for survivors. Advertising has included billboard, print, and mixed media communications that share a newly created and easily memorable hotline number. SERVICE PROVIDERS AND COMMUNITY MEMBERS HAVE BEEN TRAINED ON SERVICES AVAILABLE AND BEST PRACTICES in assisting households access services. Our community has set a goal of CREATING 765 NEW SUPPORTIVE HOUSING OPPORTUNITIES between 2022 and 2028 and to REDUCE WAIT TIMES TO ACCESS PERMANENT HOUSING TO FEWER THAN 30 DAYS. Increasing opportunities and reducing wait times to this degree will have a significant impact on the safety and wellbeing of survivors of domestic violence. The HCoC is working to grow supportive housing programs and an organization is applying for a DV BONUS RAPID REHOUSING project through this NOFO.

1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender and Queer+--Anti-Discrimination Policy and Equal Access Trainings.	
	NOFO Section V.B.1.f.	

	1. Did your CoC implement a written CoC-wide anti-discrimination policy ensuring that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination?	Yes
	2. Did your CoC conduct annual CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	Yes
	3. Did your CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access in Accordance With an Individual's Gender Identity in Community Planning and Development Programs (Gender Identity Final Rule)?	Yes

1C-6a.	Anti-Discrimination Policy--Updating Policies--Assisting Providers--Evaluating Compliance--Addressing Noncompliance.	
	NOFO Section V.B.1.f.	

Describe in the field below:

1.	how your CoC regularly collaborates with LGBTQ+ and other organizations to update its CoC-wide anti-discrimination policy, as necessary to ensure all housing and services provided in the CoC are trauma-informed and able to meet the needs of LGBTQ+ individuals and families;
2.	how your CoC assisted housing and services providers in developing project-level anti-discrimination policies that are consistent with the CoC-wide anti-discrimination policy;
3.	your CoC's process for evaluating compliance with your CoC's anti-discrimination policies; and
4.	your CoC's process for addressing noncompliance with your CoC's anti-discrimination policies.

(limit 2,500 characters)

1. The Executive Director of the Phoenix Center, an organization that provides a wide array of services and housing focused on meeting the needs of our LGBTQ+ community, serves on the HCoC board of directors and helps shape policies and decisions. HCoC has engaged HOPE FAIR HOUSING to provide CoC wide training about FAIR HOUSING AND HOUSING DISCRIMINATION. Additionally, Phoenix Center PROVIDES TRAINING FOR THE COMMUNITY TO ENSURE ALL ORGANIZATIONS AND THEIR STAFF CAN LEARN HOW TO BETTER MEET THE NEEDS OF LGBTQ+ INDIVIDUALS AND FAMILIES. The HCoC's COMMUNITY STANDARDS FOR PSH, RRH, STREET OUTREACH, AND EMERGENCY SHELTER include training requirements for Trauma informed care and anti-discrimination. Recently, the HCoC developed a Learning Management System with on demand training that covers trauma informed care, cultural competency, equity, diversity, and inclusion, and anti-discrimination training for staff across the CoC.

2. The HCoC developed a CoC-WIDE ANTI-DISCRIMINATION POLICY that provides a foundation for organizations to create compliant policies for their organizations. CoC and ESG funded organizations are required to adhere to the HCoC anti-discrimination policy. The HCoC provides access to training on Equity, Diversity, and Inclusion to help providers and staff develop a deeper understanding of the significance of anti-discrimination training alongside Equal Access and Gender Identity trainings.

3. HCoC UTILIZES THE COORDINATED ENTRY SYSTEM as a key tool to ensure households are not being discriminated against for housing opportunities. Agencies report openings to the CoC Lead Agency who provides referrals based on eligibility requirements and results from the HCoC CE Assessment Tool. Agencies do not get to choose clients and the record of program denials provides the CoC with the opportunity to evaluate rationale for denial. Additionally, the grievance policy provides an opportunity for clients in any program to share concerns regarding discrimination.

4. A demonstrated commitment to Fair Housing, Equal Access, and Anti-Discrimination have been added as a threshold factor for scoring for all CoC led funding allocations. In the event of non-compliance, the HCoC will work with agencies to CREATE AN IMPROVEMENT PLAN. Failure to improve results is reported to the Rating and Ranking Committee for funding opportunities and could result in the loss of funding due to not meeting threshold requirements to be eligible for applying.

1C-7.	Public Housing Agencies within Your CoC's Geographic Area–New Admissions–General/Limited Preference–Moving On Strategy.	
NOFO Section V.B.1.g.		

You must upload the PHA Homeless Preference\PHA Moving On Preference attachment(s) to the 4B. Attachments Screen.

Enter information in the chart below for the two largest PHAs highlighted in gray on the current CoC-PHA Crosswalk Report or the two PHAs your CoC has a working relationship with—if there is only one PHA in your CoC's geographic area, provide information on the one:

Public Housing Agency Name	Enter the Percent of New Admissions into Public Housing or Housing Choice Voucher Program During FY 2023 who were experiencing homelessness at entry	Does the PHA have a General or Limited Homeless Preference?	Does the PHA have a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On?
Springfield Housing Authority		Yes-HCV	Yes

You must enter information for at least 1 row in question 1C-7.

1C-7a.	Written Policies on Homeless Admission Preferences with PHAs.	
	NOFO Section V.B.1.g.	
	Describe in the field below:	
1.	steps your CoC has taken, with the two largest PHAs within your CoC's geographic area or the two PHAs your CoC has working relationships with, to adopt a homeless admission preference—if your CoC only has one PHA within its geographic area, you may respond for the one; or	
2.	state that your CoC has not worked with the PHAs in its geographic area to adopt a homeless admission preference.	

(limit 2,500 characters)

The Springfield Housing Authority (SHA), the sole PHA in the HCoC area, plays a vital role in our collaborative efforts. SHA staff ACTIVELY PARTICIPATE ON THE HCOC BOARD OF DIRECTORS and in the General Membership, sharing data and discussing policies to inform local strategies and address housing barriers. SHA's Executive Director also SERVES ON THE Heartland HOUSED STRATEGY BOARD, which supports the community-wide strategic plan aimed at achieving functional zero homelessness.

In recent years, SHA and HCoC established a MOU FOR THE EMERGENCY HOUSING VOUCHER (EHV) PROGRAM, leading to the HIRING OF A HOUSING NAVIGATOR funded through SHA's EHV administrative funds. SHA updates its Administrative Plan annually to reflect the evolving housing needs of the community. Notably, in 2018, the plan was amended to include a limited preference for Mainstream Vouchers for homeless families. In 2021, SHA received 37 EHV's and modified its plan to allow direct referrals from the HCoC's Coordinated Entry System (CES) for these vouchers. This year, SHA joined HUD's Moving to Work initiative, which enabled the DEVELOPMENT OF A VOLUNTARY EHV PROGRAM. This program allocated 40 Emergency Housing Vouchers and CREATED A "MOVING ON" PREFERENCE to provide tenant-based vouchers for households transitioning from PSH.

To maximize EHV utilization, SHA transitioned households that have used EHV's for a year to Housing Choice Vouchers (HCVs), enabling new EHV's to be issued to other households exiting homelessness. SHA administers several special program vouchers, including VASH, Family Unification, Near Elderly Disabled, Mainstream, and EHV. Collaboration with partner agencies such as the Salvation Army, Illinois Department of Children and Family Services, Helping Hands, MERCY Communities, and Fifth Street Renaissance is essential for assisting homeless or at-risk populations in applying for and maintaining these vouchers.

SHA issues a rolling Request for Proposals for Project-Based Vouchers, allowing landlords and developers to apply monthly. These vouchers can be awarded to development partners aiming to create Permanent Supportive Housing (PSH) opportunities. Current project-based assistance includes support for Cook Street Renaissance, Hope Springs, and Haven Apartments.

While SHA does not currently track households' homelessness status at admission, it has the capacity to do so and is working on implementation through client self-disclosure.

1C-7b.	Moving On Strategy with Affordable Housing Providers.	
	Not Scored—For Information Only	

Select yes or no in the chart below to indicate affordable housing providers in your CoC's jurisdiction that your recipients use to move program participants to other subsidized housing:

1.	Multifamily assisted housing owners	No
2.	PHA	Yes
3.	Low Income Housing Tax Credit (LIHTC) developments	Yes
4.	Local low-income housing programs	Yes
	Other (limit 150 characters)	
5.	Statewide Referral Network	Yes

1C-7c.	Include Units from PHA Administered Programs in Your CoC's Coordinated Entry. NOFO Section V.B.1.g.	
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In the chart below, indicate if your CoC includes units from the following PHA programs in your CoC's coordinated entry process:

1.	Emergency Housing Vouchers (EHV)	Yes
2.	Family Unification Program (FUP)	No
3.	Housing Choice Voucher (HCV)	Yes
4.	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	No
5.	Mainstream Vouchers	No
6.	Non-Elderly Disabled (NED) Vouchers	No
7.	Public Housing	No
8.	Other Units from PHAs:	

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness. NOFO Section V.B.1.g.	
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1.	Did your CoC coordinate with a PHA(s) to submit a competitive joint application(s) for funding or jointly implement a competitive project serving individuals or families experiencing homelessness (e.g., applications for mainstream vouchers, Family Unification Program (FUP), other programs)?	Yes
		Program Funding Source
2.	Enter the type of competitive project your CoC coordinated with a PHA(s) to submit a joint application for or jointly implement.	Family Unification Program (FUP)

1C-7e.	Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including Emergency Housing Voucher (EHV). NOFO Section V.B.1.g.	
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	Did your CoC coordinate with any PHA to apply for or implement funding provided for Housing Choice Vouchers dedicated to homelessness, including vouchers provided through the American Rescue Plan?	Yes
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1D. Coordination and Engagement Cont'd

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1D-1.	Preventing People Transitioning from Public Systems from Experiencing Homelessness.	
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NOFO Section V.B.1.h.

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the public systems 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.
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1.	Prisons/Jails?	Yes
2.	Health Care Facilities?	Yes
3.	Residential Care Facilities?	Yes
4.	Foster Care?	Yes

1D-2.	Housing First—Lowering Barriers to Entry.	
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NOFO Section V.B.1.i.

1.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2024 CoC Program Competition.	9
2.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2024 CoC Program Competition that have adopted the Housing First approach.	9
3.	This number is a calculation of the percentage of new and renewal PSH, RRH, SSO non-Coordinated Entry, Safe Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in the FY 2024 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

1D-2a.	Project Evaluation for Housing First Compliance.	
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NOFO Section V.B.1.i.

You must upload the Housing First Evaluation attachment to the 4B. Attachments Screen.
Describe in the field below:

1.	how your CoC evaluates every project—where the applicant checks Housing First on their project application—to determine if they are using a Housing First approach;
2.	the list of factors and performance indicators your CoC uses during its evaluation;
3.	how your CoC regularly evaluates projects outside of your local CoC competition to ensure the projects are using a Housing First approach; and
4.	what your CoC has done to improve fidelity to Housing First.

(limit 2,500 characters)

1. HCoC LOCAL APPLICATION for rating and ranking requires applicants to share about their housing first approach and barriers to accessing their programs. HOUSING FIRST IS A THRESHOLD CRITERIA for all grant programs the HCoC administers. The Rating and Ranking Committee reviews local CES Data to review referral rejections as a TOOL TO MONITOR BARRIERS TO SERVICES. Funded organizations have to complete a housing first assessment each year as a part of the HCoC monitoring process.

2. HCoC Rating and Ranking Committee scores projects for ENSURING PARTICIPANTS WILL NOT BE SCREENED OUT for barriers such as having too little income, history of substance use, failure to participate in supportive services, criminal history, and mental illness. Projects are scored using APR data to review PERCENTAGE OF PROGRAM PARTICIPANTS WITH SEVERE NEEDS and agency's plans to meet needs when an agency has a plan in place to meet specific needs. The HCoC monitors the number of agency declines through the CES and the reasons for declines to identify challenges in adhering to housing first principles.

3. HCoC CE System is an essential part of evaluating projects to ensure a Housing First approach is being used. The CE CASE CONFERENCING COMMITTEE monitors system movement and works with agencies any time a referral is rejected. The Heartland HOUSED Strategy Board works to evaluate gaps in the system and monitor project performance. HCoC PSH AND RRH COMMUNITY STANDARDS includes criteria that HCoC staff uses to enhance monitoring efforts and also serve as guides for organizations to improve their programs utilizing community wide values and expectations.

4. CE Case Conferencing Committee meets bi-weekly to facilitate movement through our system and flags Housing First violations. This process continuously monitors our system to ensure agencies' Housing First commitments translate into action. HCoC has worked to provide more training and support to PSH and RRH case managers. This year the HCoC worked with the Corporation for Supportive Housing to hold four full day Learning Summits to provide training and opportunities for HCoC CMs to create a supportive network for their shared work. A Supportive Housing Task Group was launched to create space monthly for CMs to gather for lunch, training, and time to share about challenges and successes. Investing in CMs is core to our strategy to increase capacity and to increase adherence to Housing First principles and Community Standards.

1D-3.	Street Outreach—Data—Reaching People Least Likely to Request Assistance.	
	NOFO Section V.B.1.j.	

Describe in the field below how your CoC tailored its street outreach to people experiencing homelessness who are least likely to request assistance.

(limit 2,500 characters)

1.HCoC Street Outreach Task Group (SOTG) organizes outreach with homeless service providers, a Homeless Outreach Team (HOT) through the Springfield Police Department, PATH and Behavioral Health outreach, Community Health Workers from an FQHC partner, local faith community volunteers, and other partners. OUTREACH IS PLANNED AT VARYING TIMES OF DAY and includes homeless encampments, common gathering spots, and communal meal locations. Law enforcement partners work to connect SO efforts with encampments. The SOTG maintains a shared map that is used as a tool to identify new and current encampments. INDIVIDUALS WITH LIVED EXPERIENCE ASSIST regularly with outreach to unsheltered individuals and families. This year, HCoC prioritized Street Outreach and funded two SO staff through Helping Hands to further efforts to engage and identify all persons experiencing unsheltered homelessness.

2.Outreach COVERS 100% OF HCOC GEOGRAPHIC AREA.

3.HCoC MEMBERS & VOLUNTEERS CONDUCT SO EACH DAY through partnerships with the Springfield Police’s HOT, Memorial Behavioral Health’s PATH program, and staff from CoC agencies. The HOT team encourages public safety officials to make referrals when they encounter individuals and families experiencing homelessness. A volunteer team led by a local faith community conducts SO every second and fourth Saturday in partnership with local agencies. The SOTG designs monthly outings to engage individuals on the by-names list.

4.HCoC SOTG MOBILIZES PARTNERS from the community to meet those experiencing homelessness where they are. Fifth Street Renaissance operates a mobile outreach unit & TRAVELS TO WHERE PEOPLE ARE LOCATED to offer health screenings, CES access, and to make referrals. Phoenix Center provides peer led Harm Reduction services/supplies at the street level to folks that will not access shelter or go to local facilities. SO partners work with Sangamon County’s Drug, Veteran, & Mental Health Court & meet with judges to consider non-legal alternatives such as mental health, addiction services, and mainstream services instead of criminal charges. This is an important avenue to reach individuals who are unlikely to request assistance. HCoC Staff and members have partnered with Springfield Police to develop a deflection program aimed at connecting people to available resources and minimizing justice system involvement. HCoC SOTG uses CASE CONFERENCING to locate, offer housing assistance and supportive services, and follow-ups.

1D-4.	Strategies to Prevent Criminalization of Homelessness.	
	NOFO Section V.B.1.k.	

Select yes or no in the chart below to indicate your CoC’s strategies to prevent the criminalization of homelessness in your CoC’s geographic area:

Your CoC's Strategies	Engaged/Educated Legislators and Policymakers	Implemented Laws/Policies/Practices that Prevent Criminalization of Homelessness
1. Increase utilization of co-responder responses or social services-led responses over law enforcement responses to people experiencing homelessness?	Yes	Yes
2. Minimize use of law enforcement to enforce bans on public sleeping, public camping, or carrying out basic life functions in public places?	Yes	Yes
3. Avoid imposing criminal sanctions, including fines, fees, and incarceration for public sleeping, public camping, and carrying out basic life functions in public places?	Yes	Yes
4. Other:(limit 500 characters)		

1D-5.	Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.	
	NOFO Section V.B.1.I.	

	HIC Longitudinal HMIS Data	2023	2024
Enter the total number of RRH beds available to serve all populations as reported in the HIC or the number of households served per longitudinal HMIS data, e.g., APR.	HIC	52	68

1D-6.	Mainstream Benefits–CoC Annual Training of Project Staff.	
	NOFO Section V.B.1.m.	

Indicate in the chart below whether your CoC trains program staff annually on the following mainstream benefits available for program participants within your CoC's geographic area:

	Mainstream Benefits	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI–Supplemental Security Income	Yes
3.	SSDI–Social Security Disability Insurance	Yes
4.	TANF–Temporary Assistance for Needy Families	Yes
5.	Substance Use Disorder Programs	Yes
6.	Employment Assistance Programs	Yes
7.	Other (limit 150 characters)	

1D-6a.	Information and Training on Mainstream Benefits and Other Assistance.	
	NOFO Section V.B.1.m	
	Describe in the field below how your CoC:	
	1. works with projects to collaborate with healthcare organizations, including those that provide substance use disorder treatment and mental health treatment, to assist program participants with receiving healthcare services, including Medicaid; and	
	2. promotes SSI/SSDI Outreach, Access, and Recovery (SOAR) certification of program staff.	

(limit 2,500 characters)

1. The HCoC General Membership includes several healthcare partners actively investing to help the HCoC reach goals in our community's strategic plan to address homelessness. HCoC staff works to foster collaboration and create new partnerships with healthcare providers. Our largest mental and behavioral health provider is represented on our Strategy Board and actively participates in Street Outreach and Continuum Case Conferencing efforts. The HCoC is an active partner in the Recovery Oriented System of Care Council that helps to assess need and increase capacity for organizations providing substance use disorder treatment. The two FQHCs in our geographic area provide information to our CoC General Membership about services offered and how organizations can develop partnerships with Community Health workers to support access to care. The HCoC has been working with one of our FQHC's to support the development of a Street Medicine effort that would support local street outreach efforts and provide care for unsheltered individuals in our community who experience additional barriers to accessing care. The HCoC works with the State of Illinois' Department of Public Health and Illinois Public Health Association to develop trainings for organizations to ensure case workers have training on helping clients access insurance and other healthcare benefits available to them. The HCoC Discharge Planning Task Group and Street Outreach Task Group utilize Case Conferencing and case studies to ensure organizations know how to connect with various health care partners and vice versa to create continuity of care for participants in services.

2. The HCoC requires all organizations who receive funding allocated through the Continuum to have staff who are SOAR trained as a threshold requirement. The HCoC has partnered with the Supportive Housing Providers Association, the State Team Lead for SOAR Works, to ensure organization staff have ongoing training available to them on how to become certified for SOAR, skills to enhance success in SOAR outcomes, and how to track and monitor outcomes through OAT. The HCoC utilizes its General Membership email to share training opportunities as well as static information about how people can pursue SOAR certification. Updates are provided at General Membership meetings from the Supportive Housing Providers Association to encourage organizations to increase participation in SOAR efforts and make sure they are aware of support available.

ID-7.	Partnerships with Public Health Agencies—Collaborating to Respond to and Prevent the Spread of Infectious Diseases.	
	NOFO Section V.B.1.n.	
	Describe in the field below how your CoC effectively collaborates with state and local public health agencies to develop CoC-wide policies and procedures that:	

1.	respond to infectious disease outbreaks; and
2.	prevent infectious disease outbreaks among people experiencing homelessness.

(limit 2,500 characters)

1. In 2020, HCoC mobilized all parts of the Crisis Response System & identified the need to IMPLEMENT PLANNING AND PREPARATION POLICIES AND PROCEDURES for future disasters, pandemics, and other emergency events. HCoC created an EMERGENCY RESPONSE POLICY and an EMERGENCY RESPONSE TEAM (ERT) to meet this need. The ERT can be activated by HCoC Staff in coordination with the HCoC Executive Committee to anticipate and respond to infectious disease outbreaks and other emergencies. ERT core members must have representation from all CoC work group teams, Housing Navigator, HMIS lead, CoC executive team, CoC Staff, and at minimum two members of the Lived Experience Advisory Board. ERT will complete trainings on disaster preparedness, public health emergencies, and review HCoC’s Emergency Preparedness Protocols annually. ERT works with Sangamon County Department of Public Health and Office of Emergency Management, the City of Springfield, local healthcare providers, public health officials, police departments, IEMA/FEMA & any other municipal entities during disasters.

2. The HCoC Board of Directors and Task Groups INTENTIONALLY INCLUDE STATE AND LOCAL PUBLIC HEALTH AGENCIES AND OTHER HEALTHCARE PARTNERS in their composition. The HCoC receives further guidance and training from the Director of Programs and Community Health for the Illinois Public Health Association (IPHA) who serves on the board of directors of the HCoC. These partnerships INFORM THE WORK OF THE HCoC's ERT and guide HCoC and program safety protocols through TRAINING, RESOURCE SHARING, AND PROBLEM SOLVING. A recent example involved the DEVELOPMENT OF NEW COVID QUARANTINE PROTOCOLS for congregate shelter due to previous non-congregate resources expiring and public health recommendations changing. The Emergency Shelter Task Group was able to receive training on up to date quarantine and isolation recommendations from IPHA and guidance from the Sangamon County Department of Public Health in order to create a plan for multi-agency quarantine space with appropriate supports. As a result of capacity building throughout the COVID pandemic, agencies and the HCoC are able to respond quickly and mitigate safety risks for people utilizing shelter services and organization staff members. Multiple organizations now have experience offering shelter through non-congregate settings by utilizing hotels due to the COVID-19 pandemic that has added additional flexibility to emergency response to outbreaks.

ID-7a.	Collaboration With Public Health Agencies on Infectious Diseases.	
	NOFO Section V.B.1.n.	

Describe in the field below how your CoC:

1.	effectively shared information related to public health measures and homelessness; and
2.	facilitated communication between public health agencies and homeless service providers to ensure street outreach providers and shelter and housing providers are equipped to prevent or limit infectious disease outbreaks among program participants.

(limit 2,500 characters)

1. The HCoC's General Membership Meetings, Work Group Meetings, and email list are three key methods for SHARING ESSENTIAL PUBLIC HEALTH RESOURCES AND INFORMATION. General Membership meetings include opportunities for TRAINING AND SHARING OF RESOURCES from our local and statewide public health organizations. The Director of Programs and Community Health for the Illinois Public Health Association shares updates, training resources, grant opportunities, and other information with the General Membership. All General Membership meetings are made available on YouTube so the public and agencies can refer back to information shared. Partners from the two hospital systems and two FQHC's active in our geographic area also share updated information and participate in leadership of HCoC work groups including Discharge Planning Task Group and Medical Respite Care Capacity Building Committee. Through these avenues and others, healthcare partners have an opportunity to see intersections between healthcare and the crisis response system which then feedback into training opportunities and information on public health concerns and measures being shared with broader HCoC General Membership.

2. HCoC Task Groups provide important opportunities for HCoC staff and Public Health agencies to PROVIDE REGULAR UPDATES AND TECHNICAL ASSISTANCE to homeless service providers. Relationships and connections made in Task Group meetings and General Membership meetings have created CLEAR PATHWAYS FOR SERVICE PROVIDERS to CONNECT WITH PUBLIC HEALTH AGENCIES to address needs. Sangamon County Department of Public Health, Southern Illinois University, Central Counties Health Centers, and our two local hospitals have been activity engaged in HCoC efforts including supporting providers as they seek to ensure the safety of people they serve. HCoC staff work with agencies to assist in connecting with appropriate public health partners and works to set up meetings with all relevant partners as challenges arise. A recent example flowing from the work of the Medical Respite Care Capacity Building Committee, involved a conversation around vaccinations for shelter residents and shelter staff that led to the Sangamon County Department of Public Health setting up an on-site flu vaccination event and trainings for staff on universal precautions.

1D-8.	Coordinated Entry Standard Processes.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC's coordinated entry system:	
	1. can serve everybody regardless of where they are located within your CoC's geographic area;	
	2. uses a standardized assessment process to achieve fair, equitable, and equal access to housing and services within your CoC;	
	3. collects personal information in a trauma-informed way; and	
	4. is updated at least annually using feedback received from participating projects and households that participated in coordinated entry.	

(limit 2,500 characters)

1.HCoC’s Coordinated Entry System (CES) COVERS THE ENTIRE GEOGRAPHIC AREA of Sangamon County. Outreach workers & teams are able to RESPOND ANYWHERE IN OUR COUNTY where people are experiencing homelessness. Outreach workers are trained and equipped to complete CES assessments in addition to organization CE access points. Multiple agencies have trained staff to conduct CES assessments over the phone or through video technology to make CES accessible and safe. HCoC provides tablets to SO staff to conduct CE assessments and make referrals for other needs. This year, the HCoC launched a Housing Helpline that helps navigate people to available resources and conducts CE assessment over the phone.

2.HCoC utilizes a PLACE VALUE HOUSING SCORING MODEL ASSESSMENT customized by stakeholders and people with lived experience in our community. The HCoC transitioned from the VI-SPDAT to develop this customizable assessment to be responsive to community feedback and support dynamic housing prioritization with meaningful scores. The HCoC process includes trained assessors working with households to complete the assessment. HCoC's ASSESSMENT DETERMINATION IS INFORMED BY CE ASSESSMENT SCORE, HMIS DATA, and CASE CONFERENCING.

3. HCoC partners are required to participate in annual Trauma Informed Care trainings which are a part of the HCoC’s Learning Management Software in addition to in-person trainings held each year. CE Case Conferencing meetings also include ongoing training for CE assessors on best practices. HCoC staff created a new guide for CE assessors this year to detail best practices for conducting assessments in a trauma informed manner including ensuring a private environment for the assessment.

4.The HCoC worked with Homebase to do a FULL EVALUATION OF OUR CE POLICY AND NEWLY DEVELOPED ASSESSMENT and implemented recommended changes to ensure the effectiveness of our CES. UPDATES AND MODIFICATIONS resulted from LIVED EXPERIENCE FOCUS GROUPS, CASE CONFERENCING, HMIS DATA, and CE LIST DATA. The HCoC's CES includes a BI-WEEKLY CE CASE CONFERENCING COMMITTEE who review the CE by-names list and provide feedback and recommendations for policy changes to the CE TASK GROUP who then makes recommendations to the HCoC board for approval. This process creates ongoing opportunities for updates and has led to one amendment this year to further improve the system with additional recommendations currently being discussed.

1D-8a.	Coordinated Entry–Program Participant-Centered Approach.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC's coordinated entry system:	
1.	reaches people who are least likely to apply for homeless assistance in the absence of special outreach;	
2.	prioritizes people most in need of assistance;	
3.	ensures people most in need of assistance receive permanent housing in a timely manner, consistent with their needs and preferences; and	
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	4. takes steps to reduce burdens on people seeking assistance.
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(limit 2,500 characters)

1.HCoC reaches people who are least likely to apply for assistance by EQUIPPING OUTREACH AND OTHER STAFF TO CONDUCT CES ASSESSMENTS IN THE FIELD & by intentionally SEEKING DIVERSE PARTNERS INCLUDING PEOPLE WITH LIVED EXPERIENCE who can assist in providing outreach and connectivity to CES. TRAINING OUTREACH WORKERS FOR CES has allowed the HCoC to connect people living in encampments and other unsheltered locations who are reluctant to access shelter or other services to access CE. The HCoC has made additional efforts to increase COMMUNITY EDUCATION ABOUT THE CES PROCESS so even those not trained for CES are knowledgeable about how to connect people with CES assessors. NEW RESOURCES ABOUT HOW TO ACCESS CE have been created and distributed in our community. HCoC created an outreach tool that is used by SO volunteers, to connect the individuals they interact with to a CE access point within the COC.

2. HCoC CES Policy PRIORITIZES SUPPORTIVE HOUSING OPPORTUNITIES ON THE BASIS OF SEVERITY OF NEED using an assessment developed locally to achieve this which assesses length of time homeless, safety risks, and risks and barriers including health, safety, and other factors local partners have identified.

3.PSH and RRH need far exceeds capacity and work is ongoing to expand these programs with the goal of adding 765 new housing opportunities by 2028. Given resource limitations, the HCoC and housing partners work to meet needs as quickly as possible. As soon as a vacancy is reported, the highest need household on our CE list is referred. Agencies ensure referrals are processed in a timely manner and outreach workers provide assistance connecting with clients and providing support to increase document readiness. HCoC Housing Navigator works to maintain a list of available units to expedite entry into housing.

4.HCoC CES Assessment and Prioritization process were DEVELOPED WITH REDUCING BARRIERS in mind. The assessment only includes questions necessary for prioritization purposes. A process for updating assessments through CE Task Group Case Conferencing prevents lengthy and confusing reassessment processes. INCREASING THE NUMBER OF CASE MANAGERS AND STREET OUTREACH WORKERS TRAINED TO DO ASSESSMENTS and including training for completing assessments by phone has allowed the HCoC to triple the number of access points while also increasing flexibility. Ongoing training, supplemental materials and support is provided to all CE assessors through the CE Task Group.

1D-8b.	Coordinated Entry–Informing Program Participants about Their Rights and Remedies–Reporting Violations.	
	NOFO Section V.B.1.o.	

Describe in the field below how your CoC through its coordinated entry:

1.	affirmatively markets housing and services provided within the CoC’s geographic area and ensures it reaches all persons experiencing homelessness;	
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2.	informs program participants of their rights and remedies available under federal, state, and local fair housing and civil rights laws; and
3.	reports any conditions or actions that impede fair housing choice for current or prospective program participants to the jurisdiction(s) responsible for certifying consistency with the Consolidated Plan.

(limit 2,500 characters)

1. In recognition that CE access is a crucial component of all person experiencing homelessness, HCoC markets CE, housing, and services throughout Sangamon County in a variety of ways. In our community, 211 and local Resource Guides are important marking opportunities. The HCoC ENSURES UPDATED INFORMATION ON CE, HOUSING, AND SERVICES are included and easily available through the HCoC website, the Heartland HOUSED Housing Helpline, UNITED WAY'S 211 System, Sangamon County Community Resources RESOURCE GUIDE, Sangamon County Re-Entry Guide, and the Recovery Oriented System of Care Resource Guide. The HCoC publishes a Basic Needs Card with CE and Housing Resources that is printed and distributed throughout Sangamon County. The HCoC website includes a Resource page that markets available resources.

2. ORGANIZATIONS PROVIDE PARTICIPANTS information on FAIR HOUSING AND CIVIL RIGHTS LAWS through the housing intake process and during annual reviews. Intake information also includes steps to take if a violation of rights is experienced and contact information for the Land of Lincoln Legal Aid office who provides legal assistance for dealing with fair housing issues.

3. HCoC works closely with the City of Springfield's Office of Planning and Economic Development (OPED) on Consolidated Plan efforts and staff from OPED serve on the HCoC Board of Directors and Strategy Board. In the event of a violation, HCoC's policy states that it will support the household facing fair housing violations to report their concerns to the appropriate jurisdiction. Pending the results of the process, HCoC shares results with OPED to indicate issues with consistency with the Consolidated Plan.

1D-9.	Advancing Racial Equity in Homelessness—Conducting Assessment.	
	NOFO Section V.B.1.p.	

1.	Has your CoC conducted a racial disparities assessment in the last 3 years?	Yes
2.	Enter the date your CoC conducted its latest assessment for racial disparities.	07/12/2023

1D-9a.	Using Data to Determine if Racial Disparities Exist in Your CoC's Provision or Outcomes of CoC Program-Funded Homeless Assistance.	
	NOFO Section V.B.1.p.	

Describe in the field below:

1.	the data your CoC used to analyze whether any racial disparities are present in your CoC's provision or outcomes of CoC Program-funded homeless assistance; and
2.	how your CoC analyzed the data to determine whether any racial disparities are present in your CoC's provision or outcomes of CoC Program-funded homeless assistance.

(limit 2,500 characters)

1. In late 2022, HCoC COMPLETED A PROCESS WITH HOMEBASE AND LATHANHARRIS, INC. to conduct a QUANTITATIVE AND QUALITATIVE EQUITY ANALYSIS as part of our HCoC Community Wide Strategic planning process. The PROCESS UTILIZED HMIS DATA FROM THE PAST FIVE YEARS to provide quantitative analysis of our homelessness system. Additionally, LathanHarris, Inc. utilized the HUD RACIAL EQUITY TOOL AND FOCUS GROUPS FOR QUALITATIVE DATA as part of the DEVELOPMENT OF A NEEDS ASSESSMENT FOR THE HCoC. With this initial in-depth analysis completed, the HCoC Board and STRATEGY BOARD have set up ongoing processes within the HCoC's work for regular monitoring utilizing HMIS Data reports and CE data to recognize trends around racial disparity and monitor system improvement and system changes. HUD's STELLA TOOL is used for annual analysis of HCoC Homeless System and ongoing QUALITATIVE DATA IS CAPTURED BY FOCUS GROUPS, SURVEYS GUIDED BY THE HCoC's LIVED EXPERIENCE ADVISORY BOARD.

2. The HCoC Board, Strategy Board, and Lived Experience Advisory Board are all involved in ongoing data analysis. Recent data analysis demonstrates an OVER REPRESENTATION OF MINORITY GROUPS compared to the total population of our geographic area. Minority groups make up 18% of Sangamon County population and 49% of our homelessness system using data going back to 2020. Stella P demographic data showed NO NOTABLE DISCREPANCY for exits to permanent housing programs across different racial and ethnic groups. CES data analysis showed that percentages of people accessing CES is comparable to homeless system make up. QUALITATIVE DATA gathered during the Strategic Planning Process demonstrated a need for additional access points and methods for CE that reflect the diversity of the community. The HCoC CE Task Group has already taken steps and conducted training of additional assessors in response.

1D-9b.	Implemented Strategies to Prevent or Eliminate Racial Disparities.	
	NOFO Section V.B.1.p	

Select yes or no in the chart below to indicate the strategies your CoC is using to prevent or eliminate racial disparities.
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1.	Are your CoC's board and decisionmaking bodies representative of the population served in the CoC?	Yes
2.	Did your CoC identify steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC?	Yes
3.	Is your CoC expanding outreach in your CoC's geographic areas with higher concentrations of underrepresented groups?	Yes
4.	Does your CoC have communication, such as flyers, websites, or other materials, inclusive of underrepresented groups?	Yes
5.	Is your CoC training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness?	Yes

6.	Is your CoC establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector?	Yes
7.	Does your CoC have staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness?	Yes
8.	Is your CoC educating organizations, stakeholders, boards of directors for local and national nonprofit organizations working on homelessness on the topic of creating greater racial and ethnic diversity?	Yes
9.	Did your CoC review its coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness?	Yes
10.	Is your CoC collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system?	Yes
11.	Is your CoC conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness?	Yes
	Other:(limit 500 characters)	
12.		

1D-9c.	Plan for Ongoing Evaluation of System-level Processes, Policies, and Procedures for Racial Equity.	
	NOFO Section V.B.1.p.	

Describe in the field below your CoC's plan for ongoing evaluation of system-level processes, policies, and procedures for racial equity.

(limit 2,500 characters)

The HCoC established a new structure with the completion of the 2022-2028 Strategic Plan to Address Homelessness, introducing the Heartland HOUSED Strategy Board. This board is responsible for implementing the strategic plan, analyzing data, assessing community needs, and increasing resources to combat homelessness. A key focus is on equitable service delivery, addressing the inequity in homelessness rates—Black individuals are over eight times more likely to experience homelessness than white individuals. This disparity stems from historical injustices and ongoing systemic failures that disproportionately affect people of color.

The HCoC aims to create a homeless response system where homelessness is rare, brief, and nonrecurring, thereby mitigating its disproportionate impact and eliminating racial disparities in Sangamon County. The Board prioritizes expanding local homelessness prevention and supportive housing programs to achieve this goal.

The HCoC employs processes that emphasize quality data collection, cultural competency in training, collaboration with individuals with lived experience, and data-driven decision-making to enhance the continuum of care for those experiencing homelessness. These processes were shaped during the strategic planning phase and are continually updated to ensure reliance on current data. Policies and procedures have been revised to maintain consistent efforts in improving the system of care.

HCoC has reworked all policies, including those related to Lived Experience Collaboration, Data Quality, Coordinated Entry, HMIS, Anti-Discrimination, and Funding Rating and Ranking. Each policy modification aims to uphold racial equity in the CoC's monitoring and evaluation efforts. Community Standards for Permanent Supportive Housing, Rapid Re-Housing, Street Outreach, and Emergency Services guide training on Trauma-informed Care, Diversity, Equity, Inclusion, and Cultural Competency.

Ongoing system-level evaluation procedures allow the HCoC to analyze who enters the system, access supportive housing, and track outcomes, enabling the identification of racial disparities. Data analysis includes quarterly evaluations by the Coordinated Entry Task Group and annual assessments using HUD's Racial Equity Tool and HMIS data. Findings are reviewed with the Lived Experience Advisory Board and HCoC Board, contributing to the annual gaps analysis that informs the Strategy Board's resource allocation and prioritization efforts.

1D-9d.	Plan for Using Data to Track Progress on Preventing or Eliminating Racial Disparities.	
	NOFO Section V.B.1.p.	
	Describe in the field below:	
1.	the measures your CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance; and	
2.	the tools your CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance.	

(limit 2,500 characters)

1. The HCoC's strategic plan begins with a commitment to equity as a foundational element to our community's response to homelessness. In order to actualize this commitment, the HCOC utilizes QUANTITATIVE AND QUALITATIVE DATA to track and drive changes to the system. MEASURES USED FOR ANALYSIS INCLUDE RACE AND ETHNICITY DATA FOR HMIS PROGRAMS, CE DATA, and HMIS DATA REFLECTING WHO GETS HOUSING OPPORTUNITIES AND RETURNS TO HOMELESSNESS. Our community reviews data on racial and ethnic makeup of different Emergency Shelter programs, the homeless system as a whole, and supportive housing programs to MONITOR PROGRESS TO ADDRESS HISTORIC DISPARITY IMPACTING COMMUNITIES OF COLOR. Qualitative data is collected through surveys and focus groups involving people with lived experience to rate how people experience the system of care and learn from their observations of disparities in the system. Organizations are SCORED IN GRANT APPLICATIONS ON THEIR PLANS TO IDENTIFY AND ADDRESS DISPARITIES within their own organizations and programs. DATA ON SYSTEM INFLOW, CLIENTS IN SYSTEM, AND EXITS are compared to system data from previous years and community level data on population to measure trends.

2. RACE AND ETHNICITY DATA FOR HMIS PROGRAMS, CE DATA, and HMIS DATA REFLECTING WHO GETS HOUSING OPPORTUNITIES are key tools for ongoing analysis for the HCoC. Training provided to the HCoC through the strategic planning process has improved local capacity at the CoC and project level to make data informed decisions. Alongside more effective use of quantitative data, the HCoC utilizes qualitative data through a community communication strategy. This is accomplished through QUARTERLY FOCUS GROUPS and through the work of our LIVED EXPERIENCE ADVISORY BOARD who play a key role in focus groups as well as integration with the HCoC's Task Groups and other organizing bodies. This helps to ensure accountability and provide progress reports based on the experience of those experiencing homelessness. All of these tools are built into processes and procedures within our HCoC organizational structure to ensure our community continuously improves our system's ability to prevent and eliminate racial disparities.

1D-10.	Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking—CoC's Outreach Efforts.	
	NOFO Section V.B.1.q.	

Describe in the field below your CoC's outreach efforts (e.g., social media announcements, targeted outreach) to engage those with lived experience of homelessness in leadership roles and decisionmaking processes.

(limit 2,500 characters)

HCoC places great importance on including individuals with lived experience in all Task Groups, boards, and planning efforts. Local service providers are crucial partners in engaging these individuals, facilitating their participation in focus groups, surveys, and other feedback opportunities. This year, the Lived Experience Advisory Board has increased member participation through involvement in community events and targeted outreach to peers.

Efforts to recruit new members for the Lived Experience Advisory Board (LEAB) are communicated through HCoC service providers, the HCoC Facebook page, the General Membership email list, and printed marketing materials distributed throughout the community. The Lived Experience Advisory Board has increased member participation this year by participating at local community events and individual recruiting of other peers.

To support this initiative, the HCoC has created a budget line item to compensate individuals for their contributions to HCoC activities. This year, the Lived Experience Advisory Board, HCoC Board, and Strategy Board updated the HCoC Collaboration Policy to establish guidelines for lived experience engagement and develop a unified set of engagement and compensation practices across the governance structure. The compensation matrix outlines strategies for various types of engagement, including focus groups, work group participation, internships, public speaking opportunities, and consulting.

The LEAB is integral to an annual process of collecting qualitative data through focus groups and other methods. This includes bi-monthly focus groups, with the LEAB playing a key role in facilitating discussions and ensuring integration with HCoC's Task Groups and other organizing bodies. HCoC is committed to integration of individuals with lived experience in all levels of the CoC's work and values this integration as a crucial part of creating a more effective system of care.

1D-10a.	Active CoC Participation of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

You must upload the Lived Experience Support Letter attachment to the 4B. Attachments Screen.

Enter in the chart below the number of people with lived experience who currently participate in your CoC under the four categories listed:

	Level of Active Participation	Number of People with Lived Experience Within the Last 7 Years or Current Program Participant	Number of People with Lived Experience Coming from Unsheltered Situations
1.	Routinely included in the decisionmaking processes related to addressing homelessness.	4	2
2.	Participate on CoC committees, subcommittees, or workgroups.	4	2
3.	Included in the development or revision of your CoC's local competition rating factors.	2	1
4.	Included in the development or revision of your CoC's coordinated entry process.	6	2

1D-10b.	Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.	
NOFO Section V.B.1.q.		

Describe in the field below how your CoC or CoC membership organizations provide professional development and employment opportunities to individuals with lived experience of homelessness.

(limit 2,500 characters)

In addition to the informal partnerships local agencies have formed to create employment opportunities, HCoC is actively involved in developing and expanding employment programs. HCoC collaborates with state and local agencies that provide mainstream employment services for individuals participating in CoC Program-funded projects.

The Land of Lincoln Workforce Alliance is a key partner who participates in the HCoC General Membership to provide access to Workforce Investment and Opportunity-funded training and education programs. The Workforce Alliance conducts training sessions for HCoC members, outlining their services and how clients can connect with them. HCoC agencies work closely with the Alliance for job search assistance, career counseling, training opportunities, hiring events, workshops, and support with IllinoisJobLink for job searches and resume postings.

Another partner, Capital Township, provides temporary employment by matching jobless adults with employers based on their skills and interests. This program helps clients gain experience and develop tangible skills while earning a paycheck. Service providers also offer employment training as part of their efforts to help clients increase their income. The Washington Street Mission features a Supportive Employment Program that offers part-time jobs and job coaching for clients reentering the workforce. Additionally, the Springfield Urban League's Workforce Empowerment Center provides free training and classes each month for clients. The City of Springfield Office of Community Relations hosted four job fairs over the past year, which HCoC invited agencies, clients, and the entire General Membership to attend.

HCoC has established relationships with local temporary employment agencies and shares information about job fairs with member agencies, encouraging them to assist clients in sharing their resumes. The Sangamon County State's Attorney Office offers resources for expunging and sealing certain criminal records, helping to eliminate barriers in the job and housing search processes. HCoC promotes these resources during General Membership meetings and through its monthly newsletter. All of these avenues have proven to be effective components of the HCoC's strategy to connect individuals with lived experience of homelessness with skills and meaningful work experiences.

1D-10c.	Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.	
NOFO Section V.B.1.q.		

Describe in the field below:

1.	how your CoC gathers feedback from people experiencing homelessness;
2.	how often your CoC gathers feedback from people experiencing homelessness;
3.	how your CoC gathers feedback from people who received assistance through the CoC Program or ESG Program;
4.	how often your CoC gathers feedback from people who have received assistance through the CoC Program or ESG Program; and
5.	steps your CoC has taken to address challenges raised by people with lived experience of homelessness.

(limit 2,500 characters)

1. LIVED EXPERIENCE COLLABORATION EFFORTS have grown significantly this year through efforts to develop a LIVED EXPERIENCE ADVISORY BOARD (LEAB) and YOUTH ACTION BOARD and the capacity to compensate people for sharing their experiences and feedback. FOCUS GROUPS and SURVEYS were conducted by HCoC Staff and LEAB to receive feedback as a part of ongoing LIVED EXPERIENCE COLLABORATION EFFORTS. Growing out of the learnings from our strategic plan, the HCoC's formal plan for feedback includes engaging the LEAB to continue to conduct focus groups and surveys QUARTERLY AT A MINIMUM on topics of importance identified by the LEAB and HCoC. Focus group and survey participants are identified through local organizations, social media, email campaigns, through LEAB Members' outreach directly to impacted individuals and families, and through printed information posted in the community.

2. The HCoC LEAB meets twice each month and designs quarterly focus groups to create additional opportunities for feedback. Additionally the LEAB participates in Street Outreach outings each month to gather additional feedback. The HCoC General Membership meets every other month and always includes space for public comment as an opportunity for stakeholders and people with lived experience to share feedback.

3. CoC and ESG Program participants are REPRESENTED ON THE HCOC LIVED EXPERIENCE ADVISORY BOARD and ongoing efforts to gather feedback from people experiencing homelessness. A MINIMUM OF TWO FOCUS GROUPS a year are designed to connect with people in RRH and PSH programs funded by CoC and ESG.

4. HCoC gathers feedback from CoC and ESG program participants a minimum of twice each year through focus groups designed for that purpose. LEAB meetings and quarterly focus groups for people with lived experience provide additional opportunities even though the sole focus of those efforts is not ESG and CoC feedback.

5. Feedback from community members led to increased training and emphasis placed on community standards to enhance the communication practices of our direct service providers. There have been increased efforts to provide education around our current homeless crisis response system, even to those still in it resulting from feedback gathering efforts. A key concern is the length of time people wait for housing opportunities which the HCoC is working to address by prioritizing and fundraising to create additional capacity for RRH and PSH programs.

1D-11.	Increasing Affordable Housing Supply.	
	NOFO Section V.B.1.s.	
	Describe in the field below at least two steps your CoC has taken in the past 12 months to engage city, county, or state governments that represent your CoC's geographic area regarding the following:	
1.	reforming zoning and land use policies to permit more housing development; and	
2.	reducing regulatory barriers to housing development.	

(limit 2,500 characters)

1. HCoC partners have met with the Sangamon County Regional Planning Commission to IDENTIFY PRIORITY AREAS FOR IMPROVEMENT WITHIN LOCAL ZONING REGULATIONS. On January 16, 2018, the City of Springfield City Council adopted the 2017-2037 Comprehensive Plan. The plan culminated in countless hours of research, study, analysis, and discussions with residents and leaders. A significant point of discussion was HOW THE CITY SHOULD ADDRESS HOUSING NEEDS IN THE FUTURE. The planning team agreed that the city should give special attention to preserving what the plan calls LEGACY NEIGHBORHOODS. The group discussed that some of the locations were OPPORTUNITY AREAS that required Plans for Special Areas (pg. 28, City of Springfield 2017-2037 Comprehensive Plan). The land use sector maps included in the plan identify Opportunity Areas. However, MANY OLDER LOTS ARE NARROW AND LACK THE REQUIRED SQUARE FOOTAGE TO MEET THE CURRENT SETBACK AND BULK REGULATIONS. However, the city could MITIGATE THIS BARRIER by officially designating Opportunity Areas and WRITING AND ADOPTING THE PLANS FOR SPECIAL AREAS. ALTERNATIVE ZONING REGULATIONS could be developed and adopted by the city council only for the Special Areas. This would ensure that the lots are "DEVELOPMENT READY," thus eliminating a lengthy zoning process. Any steps that could add flexibility as the HCoC and community partners seek to create 765 housing opportunities over the next five years through partnerships with existing landlords and developing new properties could help our community reach strategic planning goals.

2. HCoC Staff and members of the Executive Committee have engaged City Council members in meetings throughout the year to explore support for zoning changes. The HCoC Housing Navigator has worked with local landlords who are actively working to redevelop properties for affordable housing to get their input on how current zoning practices impact their ability to develop additional affordable units. HCoC staff is working to cultivate relationships with City Council members to assist in sharing information and gaining support as projects emerge. The next step is to identify and develop a concept project that could BENEFIT FROM THE REDUCTION OF THIS BARRIER and meet with council members on the development of alternative zoning regulations.

1E. Project Capacity, Review, and Ranking–Local Competition

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1E-1.	Web Posting of Advance Public Notice of Your CoC’s Local Competition Deadline, Scoring and Rating Criteria.	
	NOFO Section V.B.2.a. and 2.g.	

1.	Enter the date your CoC published its submission deadline and scoring and rating criteria for New Project applicants to submit their project applications for your CoC’s local competition.	08/19/2024
2.	Enter the date your CoC published its submission deadline and scoring and rating criteria for Renewal Project applicants to submit their project applications for your CoC’s local competition.	08/19/2024

1E-2.	Project Review and Ranking Process Your CoC Used in Its Local Competition. We use the response to this question and the response in Question 1E-2a along with the required attachments from both questions as a factor when determining your CoC’s eligibility for bonus funds and for other NOFO criteria below.	
	NOFO Section V.B.2.a., 2.b., 2.c., 2.d., and 2.e.	

You must upload the Local Competition Scoring Tool attachment to the 4B. Attachments Screen.

Select yes or no in the chart below to indicate how your CoC ranked and selected project applications during your local competition:

1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes
4.	Provided points for projects that addressed specific severe barriers to housing and services.	Yes
5.	Used data from comparable databases to score projects submitted by victim service providers.	Yes

6.	Provided points for projects based on the degree the projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	Yes
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1E-2a.	Scored Project Forms for One Project from Your CoC's Local Competition. We use the response to this question and Question 1E-2. along with the required attachments from both questions as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria below. NOFO Section V.B.2.a., 2.b., 2.c., and 2.d.	
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You must upload the Scored Forms for One Project attachment to the 4B. Attachments Screen.
Complete the chart below to provide details of your CoC's local competition:

1.	What were the maximum number of points available for the renewal project form(s)?	100
2.	How many renewal projects did your CoC submit?	7
3.	What renewal project type did most applicants use?	PH-PSH

1E-2b.	Addressing Severe Barriers in the Local Project Review and Ranking Process. NOFO Section V.B.2.d.	
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Describe in the field below:	
1.	how your CoC analyzed data regarding each project that has successfully housed program participants in permanent housing;
2.	how your CoC analyzed data regarding how long it takes to house people in permanent housing;
3.	how your CoC considered the specific severity of needs and vulnerabilities experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing when your CoC ranked and selected projects; and
4.	the severe barriers your CoC considered.

(limit 2,500 characters)

1.HCoC utilizes THREE KEY SOURCES of data to score projects for the NOFO Competition. Each project submits their most up to date ANNUAL PERFORMANCE REPORT and completes a LOCAL APPLICATION. The HCoC HMIS Administrator provides a COORDINATED ENTRY REPORT detailing each projects' results from the Coordinated Entry System. The NOFO Rating and Ranking Committee utilizes the HCoC Scoring Tools for Renewal and New projects to analyze the data from each source and decide on the final score for each item on the scoring too. PERMANENT HOUSING PROGRAMS are scored ON HOUSING RETENTION and on the SEVERITY OF NEEDS of those in their program as guided by APR data.

2.ANNUAL PERFORMANCE REPORT data from each project is used to determine how long it takes to house people in permanent housing and to score according to the table in the HCoC Scoring tool. New and Renewal projects are required to submit their plan for quickly housing household referred to them in the HCoC Local Competition application.

3.The HCoC Local Application PROVIDES OPPORTUNITIES FOR AGENCIES TO LIST BARRIERS their clients face including: having too little or little income,active or history of substance use, having a criminal record with exceptions for state-mandated restrictions, history of victimization (e.g. domestic violence, sexual assault, childhood abuse), failure to participate in supportive services, failure to make progress in service plan, and loss of income or failure to improve income. The Local Application INVITES AGENCIES TO INCLUDE NARRATIVES about factors that impact placement in housing. The Rating and Ranking Committee uses the narratives provided as the HCoC Scoring Tool allows as an important component in considering program participants severity of need.

4.The HCOC Local Application INVITES AGENCIES TO INCLUDE NARRATIVES about factors that impact performance of a project in the ANNUAL PERFORMANCE REPORT. The Rating and Ranking Committee uses the narratives provided, as the HCoC Scoring Tool allows, to take into consideration the agencies efforts to provide needed services to the hardest to serve populations in our community. The HCoC Gaps analysis and strategic plan to end homelessness guide the HCoC Board on community priorities that are factored into the scoring tool used each year. Each year, HCoC Staff evaluated the scoring tool and results with the Rating and Ranking Committee after the competition to begin the process of making improvements in the next competition.

1E-3.	Advancing Racial Equity through Participation of Over-Represented Populations in the Local Competition Review and Ranking Process.	
	NOFO Section V.B.2.e.	

Describe in the field below:	
1.	how your CoC used input from persons of different races and ethnicities, particularly those over-represented in the local homelessness population, to determine the rating factors used to review project applications;
2.	how your CoC included persons of different races and ethnicities, particularly those over-represented in the local homelessness population in the review, selection, and ranking process; and

3.	how your CoC rated and ranked projects based on the degree that proposed projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and steps the projects took or will take to eliminate the identified barriers.
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(limit 2,500 characters)

1. Input from those over-represented in the homelessness system placed a high value on the importance of lining up the scarce resources the HCoC receives with the GREATEST IDENTIFIED COMMUNITY NEEDS. A greater emphasis has been placed on reallocation of lower performing projects through these conversations. Questions on the local application were strengthened to have projects provide additional information about how their projects are aligned to meet community need and how organizations ACTIVELY WORK TO ADDRESS DISPARITY in their programs.

2. The HCoC Board of Directors nominates and votes on a Rating and Ranking Committee prior to each CoC NOFO, ENSURING THE COMMITTEE IS DIVERSE with a particular emphasis on those overrepresented in our homelessness system. FORTY PERCENT of the HCoC Rating and Ranking Committee for this competition represented races and ethnicities overrepresented in the HCoC system of care.

3. The HCoC Local Application requires agencies provide a narrative about how the organization ANALYZED THE PROJECT AND PROJECT DATA to identify barriers to participation faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population. Further PROJECTS WERE SCORED ON THE PLAN TO ELIMINATE BARRIERS IDENTIFIED provided by the agency in the local application.

1E-4.	Reallocation—Reviewing Performance of Existing Projects.	
	NOFO Section V.B.2.f.	

Describe in the field below:

1.	your CoC's reallocation process, including how your CoC determined which projects are candidates for reallocation because they are low performing or less needed;
2.	whether your CoC identified any low performing or less needed projects through the process described in element 1 of this question during your CoC's local competition this year;
3.	whether your CoC reallocated any low performing or less needed projects during its local competition this year; and
4.	why your CoC did not reallocate low performing or less needed projects during its local competition this year, if applicable.

(limit 2,500 characters)

1. HCoC's Local Competition Policy includes the process for reallocation. The HCoC's policy gives the HCoC Rating and Ranking Committee the discretion to recommend projects for involuntary reallocation. The Rating and Ranking Committee determines if any renewal project should receive a decrease in funding (or an elimination of funding) due to substandard performance in outcomes and/or utilization of funds. Organizations are given all of the scoring data that the Rating and Ranking Committee uses along with their rationale for the decision to help them decide if they want to appeal the decision. Any funding captured from an existing project will be made available for reallocation to a new project that meets the requirements in the NOFO. The Rating and Ranking Committee makes their recommendation to the HCoC Board of Directors who votes on the decision as part of approving and created the Ranked Priority Listing of projects.

2. No

3. No

4. HCoC's Rating and Ranking process factors in community data, strategic goals and project performance into decisions about reallocation. Our lowest scoring projects in this year's competition are PSH and RRH projects that are key components of our community's goals to grow RRH and PSH opportunities and grow the number of organizations offering those programs. The Rating and Ranking committee believed all projects applied for met quality threshold requirements, demonstrated success and plans for improvement, and deserved to be submitted for funding again through this year's competition.

1E-4a.	Reallocation Between FY 2019 and FY 2024.	
	NOFO Section V.B.2.f.	

	Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2019 and FY 2024?	No
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1E-5.	Projects Rejected/Reduced–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

1.	Did your CoC reject any project application(s) submitted for funding during its local competition?	No
2.	Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?	No
3.	Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?	No
4.	If you selected Yes for element 1 or element 2 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2024, 06/27/2024, and 06/28/2024, then you must enter 06/28/2024.	

1E-5a.	Projects Accepted–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Accepted attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New and Renewal Priority Listings in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2024, 06/27/2024, and 06/28/2024, then you must enter 06/28/2024.	10/11/2024
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1E-5b.	Local Competition Selection Results for All Projects.	
	NOFO Section V.B.2.g.	
	You must upload the Local Competition Selection Results attachment to the 4B. Attachments Screen.	

	Does your attachment include: 1. Project Names; 2. Project Scores; 3. Project Status–Accepted, Rejected, Reduced Reallocated, Fully Reallocated; 4. Project Rank; 5. Amount Requested from HUD; and 6. Reallocated Funds +/-.	Yes
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1E-5c.	Web Posting of CoC-Approved Consolidated Application 2 Days Before CoC Program Competition Application Submission Deadline.	
	NOFO Section V.B.2.g. and 24 CFR 578.95.	
	You must upload the Web Posting–CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC posted the CoC-approved Consolidated Application on the CoC’s website or partner’s website–which included: 1. the CoC Application; and 2. Priority Listings for Reallocation forms and all New, Renewal, and Replacement Project Listings.	10/28/2024
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1E-5d.	Notification to Community Members and Key Stakeholders by Email that the CoC-Approved Consolidated Application is Posted on Website.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified community members and key stakeholders that the CoC-approved Consolidated Application was posted on your CoC’s website or partner’s website.	10/28/2024
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2A. Homeless Management Information System (HMIS) Implementation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2A-1.	HMIS Vendor.	
	Not Scored—For Information Only	

	Enter the name of the HMIS Vendor your CoC is currently using.	WellSky Community Services
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2A-2.	HMIS Implementation Coverage Area.	
	Not Scored—For Information Only	

	Select from dropdown menu your CoC’s HMIS coverage area.	Single CoC
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2A-3.	HIC Data Submission in HDX.	
	NOFO Section V.B.3.a.	

	Enter the date your CoC submitted its 2024 HIC data into HDX.	05/09/2024
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2A-4.	Comparable Databases for DV Providers—CoC and HMIS Lead Supporting Data Collection and Data Submission by Victim Service Providers.	
	NOFO Section V.B.3.b.	

	In the field below:	
	1. describe actions your CoC and HMIS Lead have taken to ensure DV housing and service providers in your CoC collect data in HMIS comparable databases; and	
	2. state whether DV housing and service providers in your CoC are using a HUD-compliant comparable database—compliant with the FY 2024 HMIS Data Standards.	

(limit 2,500 characters)

1. The HCoC requests de-identified aggregate data from INFONET, a comparable database that stores information outside of our CoC HMIS database. Sojourn Shelter and Services is a victim service provider that is active in our CoC's geographic area and the operator of the INFONET database which is supervised by their Director of Operations, a certified domestic violence professional. Sojourn is a voting member of our CoC and their Chief Executive Officer is on the HCoC Board of Directors. HMIS Lead evaluates comparable database annually to confirm it meets HUD Standards. Sojourn PROVIDES DE-IDENTIFIED DATA so that our CoC can analyze it as part of strategic planning and determine the level/type of needs experienced by domestic violence, dating violence, sexual assault, and stalking survivors. This data allows our CoC to evaluate need and project performance in the same way as projects with data in our HMIS.

2. Yes, the DV housing and service provider is utilizing a HUD-compliant comparable database with the FY2024 HMIS data standards.

2A-5.	Bed Coverage Rate—Using HIC, HMIS Data—CoC Merger Bonus Points.	
	NOFO Section V.B.3.c. and V.B.7.	

Using the 2024 HDX Competition Report we issued your CoC, enter data in the chart below by project type:

Project Type	Adjusted Total Year-Round, Current Non-VSP Beds [Column F of HDX Report]	Adjusted Total Year-Round, Current VSP Beds [Column K of HDX Report]	Total Year-Round, Current, HMIS Beds and VSP Beds in an HMIS Comparable Database [Column M of HDX Report]	HMIS and Comparable Database Coverage Rate [Column O of HDX Report]
1. Emergency Shelter (ES) beds	285	22	307	100.00%
2. Safe Haven (SH) beds	0	0	0	0.00%
3. Transitional Housing (TH) beds	133	0	133	100.00%
4. Rapid Re-Housing (RRH) beds	68	0	64	94.12%
5. Permanent Supportive Housing (PSH) beds	208	0	146	70.19%
6. Other Permanent Housing (OPH) beds	0	0	0	0.00%

2A-5a.	Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.	
	NOFO Section V.B.3.c.	

For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-5, describe:

	1. steps your 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 your CoC will implement the steps described to increase bed coverage to at least 85 percent.

(limit 2,500 characters)

1.HCoC’s PSH project types has a bed coverage rate that is below 85%. 62 PSH beds are connected to HUD VASH Vouchers through our local housing authority. HCoC Staff and HCoC HMIS Lead began conversations with our VA partners and our HMIS provider. We received a quote for uploading the HOMES into the HMIS HCoC. The cost included a \$4,125 one-time fee and then \$825 cost per quarter. GIVEN THE SCARCITY OF RESOURCES THAT EXIST TO CREATE SUPPORTIVE HOUSING OPPORTUNITIES, OUR CoC FOUND IT DIFFICULT TO JUSTIFY SPENDING THE \$7,475 and then an increasing amount in perpetuity to meet this need. We have offered a free HMIS license to VA staff and training so that they can enter relevant data into our HMIS and are continuing to work through their openness to this duplication of efforts. We are also advocating to VA and other decision makers to make entering data into the appropriate HMIS system for the geographic area of HUD VASH vouchers a requirement for VA staff. We will continue to reevaluate alternative strategies for meeting this criteria and check annually to see if the cost for this service decreases. Additionally, our goal is to continuously increase the number of PSH units in our community to reduce the negative impact HUD VASH has on our HMIS bed coverage rate.

2. The HCoC already has a partnership with Veterans Affairs and is ready to move forward with the HOMES report should the cost become more reasonable for a smaller CoC like ours. In the event, the HOMES transfer does become less cost prohibitive, the HCoC will contract with our HMIS provider to upload the data and that point PSH bed coverage will increase to over 85%. If VA takes accepts our free license to help address this gap, our HMIS Administrator is prepared to provide training and necessary support to set up the program up in our HMIS.

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
	NOFO Section V.B.3.d.	
	You must upload your CoC’s FY 2024 HDX Competition Report to the 4B. Attachments Screen.	

Did your CoC submit at least two usable LSA data files to HUD in HDX 2.0 by January 24, 2024, 11:59 p.m. EST?	Yes
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2B. Continuum of Care (CoC) Point-in-Time (PIT) Count

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2B-1.	PIT Count Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC conducted its 2024 PIT count.	02/26/2024
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2B-2.	PIT Count Data—HDX Submission Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC submitted its 2024 PIT count data in HDX.	05/09/2024
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2B-3.	PIT Count—Effectively Counting Youth in Your CoC’s Most Recent Unsheltered PIT Count.	
	NOFO Section V.B.4.b.	

	Describe in the field below how your CoC:	
1.	engaged unaccompanied youth and youth serving organizations in your CoC’s most recent PIT count planning process;	
2.	worked with unaccompanied youth and youth serving organizations to select locations where homeless youth are most likely to be identified during your CoC’s most recent PIT count planning process; and	
3.	included youth experiencing homelessness as counters during your CoC’s most recent unsheltered PIT count.	

(limit 2,500 characters)

1. During the planning of the HCoC’s 2024 PIT count, a youth count was planned during the same time frame to ensure youth were accurately counted and represented. Community stakeholders were identified within the community who had connections to youth experiencing homelessness including our YOUTH HOMELESSNESS TASK GROUP (YHTG). Outreach efforts were conducted to all known stakeholders to engage them and prepare them for the upcoming youth count. Our largest provider of services to youth experiencing homelessness, Youth Service Bureau, provides support for the YHTG, Youth Action Board, serves unaccompanied youth and helps plan the youth count. To ensure the count was inclusive and representative of the diversity of youth experiencing homelessness and housing instability in our community, a wide range of stakeholders were engaged and invited to participate including area schools, youth service providers, LGBTQ youth services, police departments, probation, DCFS, area churches, local youth groups, community agencies, mental health providers, local shelters, and local food pantries.

2. Careful consideration was made to identify the areas that youth may congregate or where youth were most likely to be identified. OUTREACH EFFORTS WERE CONDUCTED to spread the word that the youth count was being conducted including advertising through social media, websites, and the placement of flyers in areas that youth congregate to ensure youth who were experiencing homelessness and housing instability and who wanted to be counted were aware of the event. Youth Service Bureau ENGAGED THE YOUTH ACTION BOARD AS WELL AS CURRENT AND PREVIOUS CLIENTS including those with experience as unaccompanied youth. Staff conducted both a visual count and utilized a brief survey to gather information about the demographics of the youth, current living situation, length of homelessness, and where they planned to sleep that night. The count was conducted at various locations around the community where stakeholders had previously identified youth experiencing homelessness including areas such as schools, a mental health crisis center, on the street, a local youth shelter, and community organizations.

3. The Youth Action Board played an active role in planning and carrying out the 2024 HCoC Youth PIT Count.

2B-4.	PIT Count–Methodology Change–CoC Merger Bonus Points.	
	NOFO Section V.B.5.a and V.B.7.c.	
	In the field below:	
1.	describe any changes your CoC made to your sheltered PIT count implementation, including methodology or data quality changes between 2023 and 2024, if applicable;	
2.	describe any changes your CoC made to your unsheltered PIT count implementation, including methodology or data quality changes between 2023 and 2024, if applicable;	
3.	describe whether your CoC’s PIT count was affected by people displaced either from a natural disaster or seeking short-term shelter or housing assistance who recently arrived in your CoCs’ geographic; and	
4.	describe how the changes affected your CoC’s PIT count results; or	
5.	state “Not Applicable” if there were no changes or if you did not conduct an unsheltered PIT count in 2024.	

(limit 2,500 characters)

Not Applicable.

2C. System Performance

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2C-1.	Reducing the Number of First Time Homeless—Risk Factors Your CoC Uses.	
	NOFO Section V.B.5.b.	
	In the field below:	
	1. describe how your CoC determined the risk factors to identify persons experiencing homelessness for the first time;	
	2. describe your CoC’s strategies 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 your CoC’s strategy to reduce the number of individuals and families experiencing homelessness for the first time	

(limit 2,500 characters)

1.HCoC Homelessness Prevention Task Group is a part of our Crisis Response System. This task group DETERMINES RISK FACTORS our CoC uses as we work to divert people from our system & prevent experiences of homelessness by EXAMINING HMIS DATA related to households entering homelessness and data from our local Community Action organization, Sangamon County Community Resources. The Task Group identifies trends through HMIS data evaluation, 211 call data, reports on the number of eviction court cases, & feedback from case managers & Community Action Agency staff. Priority RISK FACTORS for the HCoC are eviction, loss of income, & health related crisis.

2.HCoC Homelessness Prevention Task Group helps train organizations around our strategy to prevent homelessness. The HCoC Homeless Prevention Task group COMMUNICATES & COORDINATES about resources & services available to prevent individuals and families from becoming homeless or divert them as quickly as possible from emergency shelter into permanent housing. Our CoC receives a Homelessness Prevention Grant that PROVIDES DIRECT ASSISTANCE to help people at risk of becoming homeless. Public, private, governmental, faith-based, & educational organizations refer individuals & families who may be at risk to HP & diversion assistance. CE personnel are trained to determine during the assessment process if prevention/diversion funds could provide the stability needed to maintain current living conditions and divert literal homelessness. The HCoC helped to launch the Heartland Housing Help Line this year that provides an initial intake in HMIS and then makes a direct referral to an agency in the community that provides rent or utility assistance. Our Lead Agency hired a Housing Problem Solving Specialist to lead the Homelessness Prevention task group and the Helpline efforts. The Housing Problem Solving Specialist and HP Task Group works to prioritize agencies to be referred to first for rent and utility need based on funding available and modifies the approach as services run out of funding and new funding enters the community. HCoC received a grant this year to create and pilot a Housing Problem Solving Flexible Fund that is designed to provide support in the event no other resources are available to assist households at risk of becoming homeless.

3.The HCoC/Heartland HOUSED Strategy Board is responsible for overseeing the CoC strategy to reduce the number of people experiencing homelessness for the first time.

2C-1a.	Impact of Displaced Persons on Number of First Time Homeless.	
	NOFO Section V.B.5.b	

Was your CoC's Number of First Time Homeless [metric 5.2] affected by the number of persons seeking short-term shelter or housing assistance displaced due to:

1.	natural disasters?	No
2.	having recently arrived in your CoC's geographic area?	No

2C-2.	Reducing Length of Time Homeless—CoC’s Strategy.	
	NOFO Section V.B.5.c.	
	In the field below:	
1.	describe your CoC’s strategy to reduce the length of time individuals and persons in families remain homeless;	
2.	describe how your 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 your CoC’s strategy to reduce the length of time individuals and families remain homeless.	

(limit 2,500 characters)

1.HCoC data analysis reveals a significant NEED FOR NEW AND EXPANDED RRH AND PSH PROGRAMS AS WELL AS ADDITIONAL STREET OUTREACH CAPACITY in order to REDUCE THE LENGTH OF TIME people remain homeless. HCoC has increased the number of types of CE access points in order to better communicate the level & severity of need to organizations, potential funders, & community. The HCoC is working to expand housing focused Street Outreach efforts to reduce the length of time between referral and entry into housing. THE EHV program allowed HCoC to develop a MOVE ON PROGRAM to create movement in the limited supply of PSH beds available and our PHA’s efforts through the MOVING TO WORK initiative allowed us to continue and expand these efforts. The HCoC’s strategic plan calls for 765 new housing opportunities by 2028. Expanding available rental subsidy and case management to create housing opportunities will be provided initially from HOME-ARP and local funding. Additionally, the HCoC is engaging landlords to increase the number of units available through a Landlord Risk Mitigation Fund and the work of the HCoC Housing Navigator to education landlords on supportive housing opportunities. Another initiative in development is the creation of a Flexible Housing Pool with support from local government, philanthropic, and healthcare partners to create further expansion opportunities for RRH and PSH programs.

2.The HCoC strategies to reduce the length of time individuals and families remain homeless include factoring length of time an individual or family has experienced homelessness into our CES PRIORITIZATION METHODOLOGY, INCREASING THE NUMBER OF PSH AND RRH UNITS, TRAINING ON HOUSING PROBLEM SOLVING, & DEVELOPING NEW COLLABORATIVE OUTREACH PROCESSES. HCoC has prioritized RRH & PSH development as the highest priority for funding over the past year. Through prioritizing PH, we aim to increase RRH availability by 100 percent and increase the number of organizations w/ RRH programs. Our CES prioritizes CHRONIC HOMELESSNESS & the length of time a household experiences homelessness is a factor for our prioritized CE list. Personnel in emergency shelters, the CES, and street outreach efforts work to ensure all households experiencing homelessness are on our By-Names-List with appropriate documentation.

3.The HCoC/Heartland HOUSED Strategy Board is responsible for overseeing CoC’s strategy to reduce the length of time individuals and families remain homeless.

2C-3.	Successful Permanent Housing Placement or Retention –CoC’s Strategy.	
	NOFO Section V.B.5.d.	
	In the field below:	
1.	describe your CoC’s strategy to increase the rate that individuals and persons in families residing in emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations;	
2.	describe your CoC’s strategy to increase the rate that individuals and persons in families residing in permanent housing projects retain their permanent housing or exit to permanent housing destinations; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to increase the rate that individuals and families exit to or retain permanent housing.	

(limit 2,500 characters)

1.HCoC data analysis reveals significant NEED FOR NEW AND EXPANDED PH PROGRAMS to increase exits to PH destinations. The supply of PSH and RRH units within our CoC is insufficient to meet community need which causes prolonged stays in ES and TH programs w/ limited opportunities for exits to PH. HMIS data demonstrates Adult Only households have the lowest rate of exit to permanent destinations and make up the largest percentage of households waiting for resources on our CE list. INCREASING AVAILABILITY OF PH programs is a high priority of our CoC and a key part of our strategy to increase exits to PH. HCoC is accomplishing this through prioritizing PH programs that follow a HOUSING FIRST approach with all funding the CoC allocates. HCoC has advocated for HOME-ARP funds to be used to expand PSH capacity and is working with the Strategy Board to pilot a Flexible Housing Pool to further expand exits to PH. Through the MOVING TO WORK initiative, SHA and CoC partnered to a develop a Move On program and create a voluntary EHV program with 40 EHV’s devoted to creating exits from homelessness. HCoC’s Housing Navigator on staff cultivates landlord relationships to expand access to housing units throughout our geographic area to provide clients greater choice in unit location and configuration. A key strategic plan initiative for this winter involves utilizing HOME-ARP funds to PSH OPPORTUNITIES FOR 50 HOUSEHOLDS.

2.HCoC’s strategy to increase retention of permanent housing includes INCREASED TRAINING AND SUPPORT FOR CASE MANAGEMENT STAFF, EXPANDING COMMUNITY BEHAVIORAL HEALTH SUPPORTS, INCREASING AFFORDABLE HOUSING UNITS, AND INCREASING COMMUNITY CAPACITY TO ASSIST WITH CONNECTIVITY TO MAINSTREAM BENEFITS AND OPPORTUNITIES FOR INCREASED INCOME. The CoC will increase the number of trainings on helping clients connect to mainstream benefits and available community resources and use HMIS data to evaluate potential gaps and challenges in retaining permanent housing. HMIS will be utilized by the Strategy Board to analyze and identify projects that are performing below the community goal of 95% retention rate. Organizations are encouraged to maintain supportive relationships with clients and serve as a resource that will help people retain housing.

3.The HCoC/Heartland HOUSED Strategy Board is responsible for overseeing the CoC’s strategy to increase the rate that households exit to or retain permanent housing.

2C-4.	Reducing Returns to Homelessness—CoC’s Strategy.	
	NOFO Section V.B.5.e.	
	In the field below:	
1.	describe your CoC’s strategy to identify individuals and families who return to homelessness;	
2.	describe your CoC’s strategy to reduce the rate that individuals and families return to homelessness; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the rate individuals and persons in families return to homelessness.	

(limit 2,500 characters)

1.HCoC’s Board of Directors and the HCoC/Heartland HOUSED Strategy Board IDENTIFIES CAUSES FOR RETURNS TO HOMELESSNESS THROUGH HMIS ANALYSIS. All CoC and ESG funded projects enter client information into HMIS that allows HCoC to identify individuals and families who return to homelessness, which household types most frequently return to homelessness, and the projects and project types they participated in. This year and last, most returns to homeless came from adult only households who exited from ES programs without support from RRH and PSH. HCoC's COORDINATED ENTRY CASE CONFERENCING COMMITTEE AND STREET OUTREACH TASK GROUP are key components of identifying households returning to homelessness and working to develop continuity of care. If a case manager identifies a household returning to homelessness, they alert community partners through these two groups that meet twice each month.

2.HCoC’s strategy to REDUCE the RATE OF RETURNS to homelessness involves expanding RRH and PSH opportunities so that ES clients will be able to directly enter high-quality supportive housing programs. ES clients can access Coordinated Entry as well as health care programs, mental and behavioral health supports, job location support, and other services designed to help create pathways to housing. Our system currently has a large gap between the need and availability for both RRH and PSH which causes people to remain in ES and other programs for a prolonged period. Community data demonstrates that exits to housing that occur by means other than RRH or PSH have higher rates of returns to homelessness. To create more RRH and PSH programs, HCoC has made the development of new and expanding existing programs our highest priority and has worked with local funding sources in attempt of finding new streams for developing additional capacity for RRH and PSH.

3.The HCoC/Heartland HOUSED Strategy Board is tasked with analysis of Systems Performance Measures including returns to homelessness and working to develop strategies for improvement by reducing the rate of returns.

2C-5.	Increasing Employment Cash Income—CoC’s Strategy.	
	NOFO Section V.B.5.f.	
	In the field below:	
1.	describe your CoC’s strategy to access employment cash sources;	

2.	describe how your CoC works with mainstream employment organizations to help individuals and families experiencing homelessness increase their employment cash income; and
3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.

(limit 2,500 characters)

1.HCoC's strategy to INCREASE EMPLOYMENT INCOME involves supporting agencies that provide homelessness services as they include provision of employment services in their project design and DEVELOPING PARTNERSHIPS that increase employment opportunities. Agencies work with each client to address employment needs and appropriate support for job training, communication/soft skill development, and resume building. HCoC has elevated increasing income as a scoring metric in our CoC Competition. The Land of Lincoln Workforce Alliance participates in the HCoC General Membership and provides access to Workforce Investment and Opportunity funded training and education programs. Capital Township expanded a program this year that supports employers and individuals experiencing homelessness by covering the cost of employment to incentivize employment while also providing mentoring to employees. Washington Street Mission created a new supported work program that functions in a similar way to the Capital Township program and gives people experiencing homelessness the opportunity for employment, classes, and ongoing employment when the program ends. HCoC invites area employers and Chambers of Commerce to participate in the HCoC General Membership to further support creation of additional employment opportunities and provides ongoing training for agencies and employers on best practices and effective strategies to help connect clients with employment opportunities.

2.HCoC agencies work with the Land of Lincoln Workforce Alliance for job search assistance, career counseling, training opportunities, hiring events, workshops, and assistance with Illinois Job Link for searching for positions and posting resumes. Capital Township and Washington Street Mission provide temporary employment programs that connect people to permanent employment opportunities. Clients eligible for these program gain experience and tangible skills while earning a paycheck. Sangamon County State's Attorney Office provides resources for expungement and sealing of certain criminal records to help remove that barrier from the job and housing search process. HCoC communicates these opportunities through General Membership meetings and a weekly newsletter.

3.The HCoC/Heartland HOUSED Strategy Board is tasked with analysis of Systems Performance Measures including increasing employment cash income and working to develop strategies to increase program participants' incomes from employment.

2C-5a.	Increasing Non-employment Cash Income—CoC's Strategy	
	NOFO Section V.B.5.f.	

In the field below:

1.	describe your CoC's strategy to access non-employment cash income; and
2.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase non-employment cash income.

(limit 2,500 characters)

1.HCoC strategy to increase the percentage of adults with non-employment cash income is to connect clients to mainstream benefits they are eligible for as quickly as possible. The HCoC encourages agencies to become community partners with the Illinois Department of Human Services in order to utilize their consolidated application for benefits eligibility (ABE) for SNAP, TANF, and Medicaid. Community partner agencies can help Illinois residents apply online for benefits by providing a computer or one- on-one assistance with applications. Additional training for increasing non-employment cash income has been prioritized by the HCoC in order to increase the number of clients system-wide connected to mainstream benefits. Agencies work to ensure that all non-employment income is applied for when clients are accepted into their agency programs. Several agencies employ SOAR-certified Case Managers. Case Managers work closely with clients to maintain and record any changes in eligibility and ensure entitlements are renewed annually for stayers in program. The CoC also has SOAR trained Case Managers in the community and agencies can access their expertise when necessary. Transportation, computer access and interpretation services are provided to ensure applications are completed.

2.The HCoC/Heartland HOUSED Strategy Board is tasked with analysis of Systems Performance Measures including non-employment cash income and working to develop strategies for increasing program participants' non-employment cash income.

3A. Coordination with Housing and Healthcare

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3A-1.	New PH-PSH/PH-RRH Project–Leveraging Housing Resources.	
	NOFO Section V.B.6.a.	
	You must upload the Housing Leveraging Commitment attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses housing subsidies or subsidized housing units which are not funded through the CoC or ESG Programs to help individuals and families experiencing homelessness?	Yes
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3A-2.	New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.	
	NOFO Section V.B.6.b.	
	You must upload the Healthcare Formal Agreements attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses healthcare resources to help individuals and families experiencing homelessness?	Yes
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3A-3.	Leveraging Housing/Healthcare Resources–List of Projects.	
	NOFO Sections V.B.6.a. and V.B.6.b.	

If you selected yes to questions 3A-1. or 3A-2., use the list feature icon to enter information about each project application you intend for HUD to evaluate to determine if they meet the criteria.

Project Name	Project Type	Rank Number	Leverage Type
M.E.R.C.Y. Commun...	PH-PSH	8	Both

3A-3. List of Projects.

1. What is the name of the new project? M.E.R.C.Y. Communities Permanent Supportive Housing for Families Expansion

2. Enter the Unique Entity Identifier (UEI): N7A2UEMUAY88

3. Select the new project type: PH-PSH

4. Enter the rank number of the project on your CoC's Priority Listing: 8

5. Select the type of leverage: Both

3B. New Projects With Rehabilitation/New Construction Costs

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3B-1.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section V.B.1.r.	

Is your CoC requesting funding for any new project application requesting \$200,000 or more in funding for housing rehabilitation or new construction?	No
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3B-2.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section V.B.1.r.	

If you answered yes to question 3B-1, describe in the field below actions CoC Program-funded project applicants will take to comply with:

1.	Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and
2.	HUD’s implementing rules at 24 CFR part 75 to provide employment and training opportunities for low- and very-low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very-low-income persons.

(limit 2,500 characters)

Not applicable.

3C. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3C-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serve Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

	Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No
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3C-2.	Cost Effectiveness of Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

You must upload the Project List for Other Federal Statutes attachment to the 4B. Attachments Screen.

If you answered yes to question 3C-1, describe in the field below:

1.	how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and
2.	how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.

(limit 2,500 characters)

Not applicable.

4A. DV Bonus Project Applicants for New DV Bonus Funding

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

4A-1.	New DV Bonus Project Applicants.	
	NOFO Section I.B.3.j.	

	Did your CoC submit one or more new project applications for DV Bonus Funding?		Yes
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4A-1a.	DV Bonus Project Types.	
	NOFO Section I.B.3.j.	

Select yes or no in the chart below to indicate the type(s) of new DV Bonus project(s) your CoC included in its FY 2024 Priority Listing.

	Project Type	
1.	SSO Coordinated Entry	No
2.	PH-RRH or Joint TH and PH-RRH Component	Yes

You must click "Save" after selecting Yes for element 1 SSO Coordinated Entry to view questions 4A-2, 4A-2a. and 4A-2b.

4A-3.	Data Assessing Need for New DV Bonus Housing Projects in Your CoC's Geographic Area.	
	NOFO Section I.B.3.j.(1)(c) and I.B.3.j.(3)(c)	

1.	Enter the number of survivors that need housing or services:	387
2.	Enter the number of survivors your CoC is currently serving:	285
3.	Unmet Need:	102

4A-3a.	How Your CoC Calculated Local Need for New DV Bonus Housing Projects.	
	NOFO Section I.B.3.j.(1)(c)	
	Describe in the field below:	
	1. how your CoC calculated the number of DV survivors needing housing or services in question 4A-3 element 1 and element 2; and	
	2. the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects); or	
	3. if your CoC is unable to meet the needs of all survivors please explain in your response all barriers to meeting those needs.	

(limit 2,500 characters)

1. HCoC calculated the number of DV survivors needing housing or services by reviewing 2023 data from HMIS for Emergency Shelter, Transitional Housing, Rapid Rehousing, Permanent Supportive Housing, and Coordinated Entry (including Coordinated Entry data which includes anonymous households that were assessed at Sojourn Shelter, our local Domestic Violence service provider). Households currently being served reflect DV survivors in who are currently in Rapid Rehousing and Permanent Supportive Housing programs. Unmet need was assessed by utilizing DV Survivor households on the HCoC Coordinated Entry list.

2. Data was pulled from HMIS, including HMIS Coordinated Entry data which includes anonymous households that were assessed at Sojourn Shelter, our local Domestic Violence service provider.

3. The HCoC has identified inadequate levels of PSH and RRH as significant barriers to meeting the needs of Domestic Violence survivors and their households. In particular, RRH has been identified as the program most survivors on the HCoC CE list are eligible for. The HCoC modified a new Unsafe Situation assessment with support from our Domestic Violence Provider as a part of our Coordinated Entry Assessment to better identify households in unsafe situations and elevate them to the top of our CE list. Even with this tool in place, inadequate RRH opportunities can still lead to lengthy waits for exits to our homelessness system. An additional barrier is identifying landlords who will work with organizations and clients when the clients do not have income at the time of leasing. The HCoC Housing Navigator has been working with landlords to help them understand how RRH programs work and how supporting households in supportive housing can benefit their businesses while also providing a safe home for households.

4A-3b.	Information About Unique Project Applicant Requesting New DV Bonus Housing Project(s).	
	NOFO Section I.B.3.j.(1)	
	Use the list feature icon to enter information on each unique project applicant applying for New PH-RRH and Joint TH and PH-RRH Component DV Bonus projects—only enter project applicant information once, regardless of how many DV Bonus projects that applicant is applying for.	

Applicant Name
M.E.R.C.Y. Commun...

Project Applicants Applying for New PH-RRH and Joint TH and PH-RRH DV Bonus Projects

4A-3b.	Information About Unique Project Applicant Requesting New DV Bonus Housing Project(s).	
	NOFO Section I.B.3.j.(1)	

Enter information in the chart below on the project applicant that applied for one or more New DV Bonus housing projects included on your CoC's FY 2024 Priority Listing for New Projects:

1.	Applicant Name	M.E.R.C.Y. Communities
2.	Rate of Housing Placement of DV Survivors–Percentage	93%
3.	Rate of Housing Retention of DV Survivors–Percentage	92%

4A-3b.1.	Applicant's Housing Placement and Retention Data Explanation.	
	NOFO Section I.B.3.j.(1)(d)	

For the rate of housing placement and rate of housing retention of DV survivors reported in question 4B-3b., describe in the field below:

1.	how the project applicant calculated the rate of housing placement;
2.	whether the rate for housing placement accounts for exits to safe housing destinations;
3.	how the project applicant calculated the rate of housing retention; and
4.	the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects).

(limit 1,500 characters)

1. MERCY Communities administers a transitional program, permanent supportive housing program and rapid re-housing program that provide housing and supportive services to homeless families, including victims of domestic violence. Through the three programs, MERCY served 42 families in calendar year 2023. Of these 42 families, 34 of them entered the programs as victims of domestic violence (81%). Program placement entries were referrals through the Coordinated Entry System into permanent housing opportunities, and direct referrals for the transitional program from emergency shelters including Sojourn Shelter & Services, the local domestic violence agency, Inner-City Mission and Contact Ministries, as well as self-referrals and 211. MERCY prioritizes rapidly housing all DV victims, in an effort to allow the victims and their children access to immediate, safe housing.

Rate of positive housing placement was calculated by analyzing exit data for all three programs. 6 households remained in the TH program and were calculated as positive retention, 1 household exited to a temporary location and 7 households exited to a permanent destination. 13 of the 14 households remained in positive housing leading to a calculation of 93% for housing placement.

2. Yes

3. Housing Retention: Of the 13 households who were survivors of DV, 1 exited to a temporary destination and 12 (92%) were calculated as positive retention.

4. Data from HCoC HMIS for MERCY Communities' programs.

4A-3c.	Applicant's Experience Housing DV Survivors.	
	NOFO Section I.B.3.j.(1)(d)	
	Describe in the field below how the project applicant:	
1.	ensured DV survivors experiencing homelessness were quickly moved into safe affordable housing;	
2.	prioritized survivors—you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC's emergency transfer plan;	
3.	determined survivors' supportive services needs;	
4.	connected survivors to supportive services; and	
5.	moved survivors from assisted housing to housing they could sustain—address housing stability after the housing subsidy ends.	

(limit 2,500 characters)

1. MERCY Communities is the HCoC's largest provider of supportive housing for families. MERCY supports the majority of survivor families entering RRH and PSH. MERCY's case managers work closely with Sojourn Shelter and Services, our local Domestic Violence provider, to connect with families in their shelter who have been referred through Coordinated Entry. MERCY maintains a list of available units in the community and works closely with the HCoC Housing Navigator to find units quickly and allow for client choice to enhance safety. MERCY's partnership with Sojourn and case management team training in best practices for supporting survivors are essential components of their efforts to quickly and safely support survivor families in permanent housing programs.

2. HCoC CES prioritizes survivors utilizing an assessment that Sojourn staff helped to create. The CE assessment prioritizes survivors and Sojourn staff work to assess households they are serving for inclusion on the CE list using an anonymous identification number. MERCY utilizes the HCoC CES for all referrals into their RRH and PSH programs. The HCoC's Emergency Transfer Plan moves families seeking a transfer to the top of the CE list and in line for the next referral. Creating a new RRH program for MERCY through DV Bonus funding would further support the needs of survivors to be supported in safe housing with a shorter wait time.

3. MERCY staff is trained on best practices in implementing supportive housing for survivors and work in close partnership with Sojourn staff when serving survivors. MERCY and Sojourn staff work together with the clients they are caring for to determine which supportive services are needed and desired by the survivors.

4. Participants in MERCY's RRH and PSH programs receive affordable housing, comprehensive case management and life skills through MERCY, and when appropriate also receive domestic violence services including crisis management services, legal services, court-based advocacy, support groups through Sojourn, and professional and community support to help them live healthy and independent lives.

5. MERCY works with all clients with the goal of securing positive & stable permanent housing. MERCY's staff works to utilize all community supports to ensure success including working with our local housing authority to pursue voucher programs for families who could benefit from longer-term rental subsidies but no longer need case management support.

4A-3d.	Applicant's Experience in Ensuring DV Survivors' Safety.	
	NOFO Section I.B.3.j.(1)(d)	

	Describe in the field below examples of how the project applicant ensured the safety and confidentiality of DV survivors experiencing homelessness by:	
	1. taking steps to ensure privacy/confidentiality during the intake and interview process to minimize potential coercion of survivors;	
	2. making determinations and placements into safe housing;	
	3. keeping survivors' information and locations confidential;	
	4. training staff on safety and confidentiality policies and practices; and	
	5. taking security measures for units (congregate or scattered site), that support survivors' physical safety and location confidentiality.	

(limit 2,500 characters)

1. MERCY case managers work closely with staff at Sojourn, the HCoC's Victim Service Provider, to ensure the safety and confidentiality during intake. The design of the intake space has taken into consideration the importance of privacy and confidentiality. Meeting spaces used for intakes have doors that can be closed to ensure privacy. Households with multiple adults utilize individual intakes to minimize potential coercion of survivors.

2. MERCY case managers work with clients and partner with Sojourn when necessary to assist in the locating and placing clients in programs and units that meet their safety needs.

3. MERCY's case management staff utilize HMIS to ensure the confidentiality of information and client's location.

4. All of MERCY's staff receive training on safety and confidentiality policies in partnership with Sojourn. Sojourn's management team all possess their Illinois Certified Domestic Violence Professional (ICDVP) certification and all employees and direct service volunteers are 40-hour trained. Additional mandatory trainings for staff address best practices for serving domestic violence (DV) survivors with trauma-informed, victim-centered services, safety planning, DV dynamics, the cycle of violence, and the Illinois DV Act. Sojourn provides training to MERCY and HCOC partners on safety and confidentiality policies. The HCoC also provides training on confidentiality policies and agreements that all users sign annually.

5. Case managers and crisis managers will develop a safety plan to help households determine what will be a safe location for them. MERCY and Sojourn have worked with clients in the past to install cameras and other safety equipment and in some cases have been able to secure locations near an organization's facility to provide additional safety measures.

4A-3d.1.	Applicant's Experience in Evaluating Its Ability to Ensure DV Survivors' Safety.	
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NOFO Section I.B.3.j.(1)(d)

Describe in the field below how the project evaluated its ability to ensure the safety of DV survivors the project served in the project, including any areas identified for improvement throughout the project's operation.

(limit 2,500 characters)

MERCY and Sojourn Shelter and Services will work together to ensure the safety of survivors in the RRH program. MERCY's staff has experience in housing and supporting survivor families in Rapid Rehousing and Permanent Supportive Housing programs. In the course of their work, they have worked frequently with survivors of DV. During the project design phase, MERCY identified the strengths of partnering with Sojourn who frequently assists MERCY in serving clients who are survivors of DV. Sojourn is the only agency in Central Illinois that is solely dedicated to providing services to survivors of domestic violence through trauma-informed, victim-centered approaches. Sojourn's services are client-centered services where the clients are provided educational information, ongoing support and a wide array of services to help them make informed, positive choices that affect their and their children's safety.

MERCY evaluates their client handbook annually to reflect any necessary changes to policies and procedures to further ensure the safety of all MERCY program participants and staff. Safety planning processes are evaluated at least annually with additional modifications taking place when MERCY staff identify practices to improve safety protocols. MERCY's weekly staff meetings are an important component of continuous monitoring and evaluation of programs and will be utilized to identify trainings, partnership opportunities with Sojourn, and other resources necessary to ensure the safety of survivors in the RRH program.

Sojourn has structured policies and practices that are sensitive to these needs and seek to prevent any re-traumatization by providing a safe environment that is inclusive of trustworthiness, transparency, and diversity where peer support is encouraged and clients are empowered to share and speak their minds in order to collaboratively make changes to their life-style and create a life free of violence. Sojourn's program service delivery is evaluated, assessed and audited by several internal and external sources. With MERCY's extensive experience in providing supportive housing services and Sojourn's expertise in delivering services for survivors, this project will greatly enhance our CoC's capacity to serve survivor families.

4A-3e.	Applicant's Experience in Placing and Stabilizing Survivors in Permanent Housing Using Trauma-Informed, Survivor-Centered Approaches.	
	NOFO Section I.B.3.j.(1)(d)	

Describe in the field below the project applicant's experience in:	
1.	prioritizing placement and stabilization of survivors;
2.	placing survivors in permanent housing;
3.	placing and stabilizing survivors consistent with their preferences; and
4.	placing and stabilizing survivors consistent with their stated needs.

(limit 2,500 characters)

1. While MERCY does not have a current DV-specific program, in calendar year 2023, 28 families entered into MERCY’s Permanent Housing programs, including HUD-funded PSH and RRH. Of the 28 families entering permanent housing projects, 21 of the families (75%) had a member of their household reporting domestic violence in their recent history.

2. After referral from the Coordinated Entry System, the head of household, Heartland Continuum of Care’s Housing Navigator and MERCY Communities’ program director work together to assist the client in finding suitable housing of choice.

3. Housing of choice is prioritized but determining factors for DV survivors include a location with safety features and rent reasonableness.

4. Once the family is housed, wrap-around services are offered by MERCY Communities and include individualized service plans and goal setting, case management, budgeting support and financial literacy, advocacy, counseling, transportation, life skills (such as cooking, cleaning, parenting), transportation, food to supplement SNAP benefits, and all entitlements and mainstream benefits. Referrals for childcare, healthcare providers, additional transportation needs and education are provided with the help of community partners. Access to a mental health professional is readily available for all clients (adults and children) for individual counseling on an as-needed basis.

All clients fleeing DV or with DV in their recent history, a referral is made to Sojourn Shelter & Services, a certified domestic violence agency providing quality, victim-centered, trauma-informed services to adult and child victims of domestic violence (VSP).

Both MERCY and Sojourn case managers are trained in Trauma Informed Care (TIC) practices and understand the complex and lasting trauma related to domestic violence. All TIC services provided incorporate awareness and prioritize safety including emotional and physical safety, including safe spaces, to decrease the risk of further harm to survivors. Trauma informed case managers will promote person-centered collaboration and encompass choice and options and work to find and build upon client’s existing strengths, supporting their skills and capacity development.

Financial reassessments are completed quarterly at minimum, according to Heartland Continuum of Care’s policy and procedures, to evaluate the assistance and client need, and adjusted if necessary to ensure permanent housing is maintained.

4A-3f.	Applicant’s Experience in Trauma-Informed, Survivor-Centered Approaches. NOFO Section I.B.3.j.(1)(d)	
	Describe in the field below examples of the project applicant’s experience using trauma-informed, victim-centered approaches to meet needs of DV survivors by:	
1.	establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures survivors and staff interactions are based on equality, and minimize power differentials;	
2.	providing survivors access to information on trauma, e.g., training staff on providing survivors with information on the effects of trauma;	

3.	emphasizing survivors' strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans worked towards survivor-defined goals and aspirations;
4.	centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed;
5.	providing a variety of opportunities for survivors' connections, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
6.	offering support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

(limit 5,000 characters)

1. MERCY’s case management team is fully trained in Trauma Informed Care (TIC) and understands the complex and lasting trauma related to domestic violence and homelessness. All TIC services to victims of domestic violence are provided in MERCY’s office space, their home, client’s workplace or in another place of their choosing, where the client feels comfortable. All clients are treated with respect and dignity and without judgment. This happens through active listening and validation of the victim’s feelings and cultural sensitivity awareness. MERCY incorporates awareness and prioritizes safety including emotional and physical safety, including safe spaces, to decrease the risk of further harm to survivors. Trauma informed case managers promote person-centered collaboration and encompass choice and options and work to find and build upon client’s existing strengths, supporting their skills and capacity development.

2. All staff, including administrative, program staff and support staff at MERCY are trained in trauma informed care practices, with TIC training from SAMHSA certified trainers, which include recognition of trauma symptoms in clients, how to interact, communicate effectively and build trust with traumatized victims, and the understanding of how to create a supportive (psychologically safe) environment for the victim. Staff also learn about self-care to reduce burnout and compassion fatigue and how to deal with secondary trauma.

3. A primary focus of the case management plan is to set achievable short and long term goals based on their aspirations, and to assess and utilize the client’s strengths, resources and coping skills. The case plan includes coaching to help clients recognize their capabilities, skills and successes that are meaningful to them and their individual circumstances. This works to empower the survivors and engage them in the recovery process.

4. MERCY strives to operate with a racial equity lens by recognizing the impact of trauma on the victims and seek to provide services and support in a sensitive manner in regards to these experiences. To do this, MERCY has implemented training programs and practices that ensure equal access for all families, regardless of their background with an understanding of the systemic barriers from various cultural backgrounds. Nondiscrimination policies are clear and actively enforced. MERCY continually evaluates to improve services, including receiving feedback from clients on their experiences, and makes necessary adjustments as needed.

5. In partnership with the Victim Service Provider (VSP), Sojourn, MERCY has, and will continue to hold regular monthly support groups. If requested, all DV survivors entering the program can be assigned a crisis manager from the VSP, if they wish to utilize the services. Counseling is free of charge and available through the VSP or through MERCY’s partnership with a mental health provider. All DV clients are welcome to attend Sojourn’s support groups, which are held 3 times daily at the VSP’s shelter and office and one-on-one support are available through a VSP crisis counselor.

6. All participants are encouraged to attend life skills classes, which are geared towards families and include budgeting and financial literacy, parenting skills, housing-based (opportunities, cleaning, cooking, etc.), referral agency presentations such as legal aid and childcare connections, safety, physical and mental healthcare and much more.

4A-3g.	Applicant's Experience Meeting Service Needs of DV Survivors.	
	NOFO Section I.B.3.j.(1)(d)	

Describe in the field below examples of supportive services the project provided to domestic violence survivors while quickly moving them into permanent housing and addressing their safety needs.

(limit 5,000 characters)

1. In calendar year 2023, 28 families entered into MERCY’s Permanent Housing programs, including HUD-funded Permanent Supportive Housing and Rapid Re-Housing. Of the 28 families entering permanent housing projects, 21 of the families (75%) had a member of their household reporting domestic violence in their recent history. After referral from the Coordinated Entry System, the head of household, Heartland Continuum of Care's Housing Navigator and MERCY Communities' program director work together to assist the client in finding suitable housing of choice. Housing of choice is prioritized but determining factors for DV survivors include a location with safety features and rent reasonableness. Once the family is housed, wrap-around services are offered by MERCY Communities and include individualized service plans and goal setting, case management, budgeting support and financial literacy, advocacy, counseling, transportation, life skills (such as cooking, cleaning, parenting), transportation, food to supplement SNAP benefits, and all entitlements and mainstream benefits. Referrals for childcare, healthcare providers, additional transportation needs and education are provided with the help of community partners. Access to a mental health professional is readily available for all clients (adults and children) for individual counseling on an as-needed basis. All clients fleeing DV or with DV in their recent history, a referral is made to Sojourn Shelter & Services, a certified domestic violence agency providing quality, victim-centered, trauma-informed services to adult and child victims of domestic violence (VSP). Sojourn provides clients with DV shelter when necessary, crisis management services, legal services, court/legal advocacy and support groups. Clients are matched to a crisis manager to assist with program utilization. Clients are able to call Sojourn's 24-hour crisis hotline and MERCY provides emergency transportation through a variety of methods if they ever feel their safety is jeopardized.

2. In the most recent calendar year data was provided, Sojourn served 1,905 (1,803 adults and 102 children) survivors of domestic violence with 12,779.75 (11,894.25 adult and 885.50 child) direct service hours, provided 7,457 (5,615 adult and 1,842 child) safe nights of shelter to 291 survivors (210 adults and 81 children), received 2,933 emergency hotline calls and assisted 2,452 survivors with 2,499 orders of protection. Sojourn works to have a strong presence in our community by maintaining networking/linkage agreements with over 60 various agencies who work collaboratively to assist DV survivors including local/State/County law enforcement, Circuit Clerk’s Offices and family court judges. Sojourn has staff accessible 24-hours a day via Sojourn’s hotline phone or by walk-in at the shelter eliminating the need for a second or return call. Any client needing 24-hour access to safe housing can be brought into shelter at any time. If Sojourn is unable to accommodate a client due to the shelter being full, Sojourn works closely with other shelters that would be able to accommodate the client until an opening becomes available. As a last resort, if other shelters do not have availability, Sojourn secures emergency funds to assist with a hotel accommodation until room at Sojourner’s shelter or another safe location can be secured. The Heartland Continuum of Care's Housing Navigator maintains relationships with landlords and works to ensure appropriate units can be located quickly for housing problem solving efforts facilitated by DV Crisis Managers ant to help households referred for Rapid Rehousing opportunities.

4A-3h.	Applicant's Plan for Placing and Stabilizing Survivors in Permanent Housing Using Trauma-Informed, Survivor-Centered Approaches in the New DV Bonus Housing Project(s).	
	NOFO Section I.B.3.j.(1)(e)	
	Describe in the field below how the project(s) will:	
1.	prioritize placement and stabilization of program participants;	
2.	place program participants in permanent housing;	
3.	place and stabilize program participants consistent with their preferences; and	
4.	place and stabilize program participants consistent with their stated needs.	

(limit 2,500 characters)

1. MERCY will utilize funds from this grant to provide stable, permanent housing through tenant-based rental assistance to DV victims in our community. Survivors and those actively fleeing DV situations will receive top priority. HCoC and MERCY staff work quickly assist with housing selection and program entry.

2. Client placement into MERCY RRH for DV Survivor Families will utilize a housing first approach through the coordinated entry system, which has been designed to include DV survivors anonymously through Sojourn Shelter & Services, the only certified domestic violence agency in Sangamon County (VSP). For each opening, a referral will be requested through HCoC. All referrals requested and received for the DV program will come from Sojourn's anonymous entry or will be actively fleeing a domestic violence household.

3. Assistance to secure housing begins immediately after referral. The head of household, HCoC's Housing Navigator and MERCY's program director will work together to assist the client in finding suitable housing of choice. Housing of choice will be prioritized but determining factors will include a location with safety features and rent reasonableness. Once the family is housed, wrap-around services will be offered by MERCY and include individualized service plans and goal setting, case management, budgeting support and financial literacy, advocacy, counseling, transportation, life skills (such as cooking, cleaning, parenting), transportation, food to supplement SNAP benefits, and all entitlements and mainstream benefits. Referrals for childcare, healthcare providers, additional transportation needs and education are provided with the help of community partners.

4. Sojourn is a certified domestic violence agency providing victim-centered, trauma-informed services to survivors of domestic violence. Sojourn will provide crisis management services, court/legal advocacy, and support groups to offer assistance and support healing from trauma.

Both MERCY and Sojourn staffs are fully trained in Trauma Informed Care (TIC) and understand the complex and lasting trauma related to domestic violence. Trauma informed case managers will promote person-centered collaboration and encompass choice and options and work to find and build upon client's existing strengths, supporting their skills and capacity development.

Financial reassessments will occur quarterly at minimum to evaluate the assistance and client need, and make adjustments.

4A-3i.	Applicant's Plan for Administering Trauma-Informed, Survivor-Centered Practices in the New DV Bonus Housing Project(s).	
	NOFO Section I.B.3.j.(1)(e)	

Describe in the field below examples of how the new project(s) will:

- | | |
|----|--|
| 1. | establish and maintain an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant and staff interactions are based on equality, and minimize power differentials; |
| 2. | provide program participants access to information on trauma, e.g., training staff on providing program participants with information on the effects of trauma; |
| 3. | emphasize program participants' strengths—for example, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans work towards survivor-defined goals and aspirations; |
| 4. | center on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed; |
| 5. | provide a variety of opportunities for program participants' connections, e.g., groups, mentorships, peer-to-peer, spiritual needs; and |
| 6. | offer support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services. |

(limit 5,000 characters)

1. Both MERCY and Sojourn (agencies) case management teams are fully trained in Trauma Informed Care (TIC) and understand the complex and lasting trauma related to domestic violence. All TIC services are provided in a space of client's choosing, whether that be in MERCY's or Sojourn's office space, their home, or in another place of their choosing, including a coffee shop, restaurant, or other place where the client feels comfortable. All clients are treated with respect and dignity and without judgment. This happens through active listening and validation of the victim's feelings and cultural sensitivity awareness. The agencies incorporate awareness and prioritize safety including emotional and physical safety, including safe spaces, to decrease the risk of further harm to survivors. Trauma informed case managers will promote person-centered collaboration and encompass choice and options and work to find and build upon client's existing strengths, supporting their skills and capacity development.
2. All staff, including administrative, program staff and support staff at the agencies are trained in trauma informed care practices, with TIC training from SAMHSA certified trainers, which include recognition of trauma symptoms in clients, how to interact, communicate effectively and build trust with traumatized victims, and the understanding of how to create a supportive (psychologically safe) environment for the victim. Staff also learn about self-care to reduce burnout and compassion fatigue and how to deal with secondary trauma.
3. A primary focus of the case management plan is to set achievable short and long term goals based on their aspirations, and to assess and utilize the client's strengths, resources and coping skills. The case plan includes coaching to help clients recognize their capabilities, skills and successes that are meaningful to them and their individual circumstances. This works to empower the survivors and engage them in the recovery process.
4. The agencies strive to operate with a racial equity lens by recognizing the impact of trauma on the victims and seek to provide services and support in a sensitive manner in regards to these experiences. To do this, MERCY has implemented training programs and practices that ensure equal access for all families, regardless of their background with an understanding of the systemic barriers from various cultural backgrounds. Nondiscrimination policies are clear and actively enforced. MERCY continually evaluates to improve services, including receiving feedback from clients on their experiences, and makes necessary adjustments as needed.
5. In partnership with the Victim Service Provider (VSP), Sojourn, MERCY has, and will continue to hold regular monthly support groups. All victims entering the program will be assigned a crisis manager from the VSP. Counseling is free of charge and available through the VSP or through MERCY's partnership with a mental health provider. All DV clients are welcome to attend Sojourn's support groups, which are held 3 times daily at the VSP's shelter and office and one-on-one supports are available through a VSP crisis counselor.
6. All participants are encouraged to attend life skills classes, which are geared towards families and include budgeting and financial literacy, parenting skills, housing-based (opportunities, cleaning, cooking, etc.), referral agency presentations such as legal aid and childcare connections, safety, physical and mental healthcare and much more. Legal services will be available through the sub-recipient VSP to ensure all legal needs related to the abuse of the victims

are met. This includes, but is not limited to orders of protection and credit repair (financial abuse) where the court is involved.

4A-3j.	Applicant's Plan for Involving Survivors in Policy and Program Development, Operations, and Evaluation in the New DV Bonus Housing Project(s).	
	NOFO Section I.B.3.j.(1)(f)	
	Describe in the field below how the new project will involve survivors:	
1.	with a range of lived expertise; and	
2.	in policy and program development throughout the project's operation.	

(limit 2,500 characters)

1. MERCY will expand its lived experience focus group to ensure inclusion of survivors of domestic violence. Clients will be recruited and offered the opportunity to take part in leading and/or participating in resident groups, life skills trainings, policy and procedure making and inclusion on MERCY's board of directors. A survivor is and will be included on the Heartland Continuum of Care's Lived Experience Advisory Board.

2. Current and future clients, including victims of domestic violence, are an integral part of policy and procedure development, as they bring a viewpoint and awareness to rules and regulations that otherwise would not have been included. Their perspectives are a key component of service design and delivery. By involving survivors of DV with lived expertise in the focus groups, it fosters a sense of empowerment and trust, allowing their insights to shape practices of delivery. An effort will be made to recruit and include survivors of various types of abuse, including emotional, physical and financial, as they are ready to be involved.

4B. Attachments Screen For All Application Questions

We have provided the following guidance to help you successfully upload attachments and get maximum points:

1. You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.
2. You must upload an attachment for each document listed where 'Required?' is 'Yes'.
3. We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images. Many systems allow you to create PDF files as a Print option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube.
4. Attachments must match the questions they are associated with.
5. Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.
6. If you cannot read the attachment, it is likely we cannot read it either.
 - . We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).
 - . We must be able to read everything you want us to consider in any attachment.
7. After you upload each attachment, use the Download feature to access and check the attachment to ensure it matches the required Document Type and to ensure it contains all pages you intend to include.
8. Only use the "Other" attachment option to meet an attachment requirement that is not otherwise listed in these detailed instructions.

Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	PHA Homeless Pref...	10/28/2024
1C-7. PHA Moving On Preference	No	PHA Moving On Pre...	10/28/2024
1D-10a. Lived Experience Support Letter	Yes	Lived Experience ...	10/30/2024
1D-2a. Housing First Evaluation	Yes	Housing First Eva...	10/28/2024
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	10/28/2024
1E-2a. Scored Forms for One Project	Yes	Scored Forms for ...	10/28/2024
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	10/28/2024
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	10/28/2024
1E-5b. Local Competition Selection Results	Yes	Local Competition...	10/28/2024
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes	Web Posting CoC-A...	10/28/2024
1E-5d. Notification of CoC-Approved Consolidated Application	Yes	Notification of C...	10/28/2024

2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	HUD HDX Competiti...	10/28/2024
3A-1a. Housing Leveraging Commitments	No	Housing Leveragin...	10/28/2024
3A-2a. Healthcare Formal Agreements	No	Healthcare Formal...	10/28/2024
3C-2. Project List for Other Federal Statutes	No		
Other	No		

Attachment Details

Document Description: PHA Homeless Preference

Attachment Details

Document Description: PHA Moving On Preference

Attachment Details

Document Description: Lived Experience Support Letter

Attachment Details

Document Description: Housing First Evaluation

Attachment Details

Document Description: Local Competition Scoring Tool

Attachment Details

Document Description: Scored Forms for One Project

Attachment Details

Document Description: Notification of Projects Rejected-Reduced

Attachment Details

Document Description: Notification of Projects Accepted

Attachment Details

Document Description: Local Competition Selection Results

Attachment Details

Document Description: Web Posting CoC-Approved Consolidated Application

Attachment Details

Document Description: Notification of CoC-Approved Consolidated Application

Attachment Details

Document Description: HUD HDX Competition Report

Attachment Details

Document Description: Housing Leveraging Commitments

Attachment Details

Document Description: Healthcare Formal Agreements

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. CoC Identification	10/25/2024
1B. Inclusive Structure	10/30/2024
1C. Coordination and Engagement	10/30/2024
1D. Coordination and Engagement Cont'd	10/30/2024
1E. Project Review/Ranking	10/30/2024
2A. HMIS Implementation	10/30/2024
2B. Point-in-Time (PIT) Count	10/30/2024
2C. System Performance	10/30/2024
3A. Coordination with Housing and Healthcare	10/30/2024
3B. Rehabilitation/New Construction Costs	10/26/2024
3C. Serving Homeless Under Other Federal Statutes	10/26/2024

4A. DV Bonus Project Applicants	10/30/2024
4B. Attachments Screen	10/30/2024
Submission Summary	No Input Required



Heartland Continuum of Care
1C7. PHA Homeless Preference

Springfield Housing Authority 2024 Administrative Plan, Section VI. APPLICANT
SELECTION.....2
Homeless Preference.....3

Section VI. APPLICANT SELECTION

A. Introduction

Eligible applicants will be assigned to the waiting list according to date and time of application and preference status determined as described below in Section VI, D., Placement on and Selection from the Waiting List.

The Springfield Housing Authority has established a local preference system. Local preferences were adopted because they afford the agency the flexibility of designing an admissions program based upon the needs and circumstances of the local area. Preferences establish the order of applicants on the waiting list. An admissions preference does not guarantee admission.

The local preference system does not apply to applicants of the HUD-VASH and Emergency Housing Voucher programs.

The Springfield Housing Authority will maintain a waiting list for the HCV, Family Unification, Moderate Rehabilitation Housing, HUD-VASH, NED, Emergency Housing Vouchers, and other special grant programs inclusive of any preferences which may be required as a result of a federal, special or targeted grant population.

A local preference will be assigned a rating in order to be easily recognized. Applicants will qualify for a local preference if they meet the criteria set forth for a preference in this Section.

The Springfield Housing Authority shall inform all applicants of any preference system and provide them with the opportunity to show that they qualify for a preference. Applicants will be positioned on the waiting list based upon date and time of application as well as any preference(s) (as applicable).

B. Assignment of Preference Points

1. Preference will be granted to applicants on the waiting list who are otherwise qualified and/or who, at the time of application processing, are verified to meet the definitions of the preference(s) described in this section. Preferences will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, sex, creed, national origin, religion, disability, familial status, sexual orientation, gender identity, marital status, age, or any other protected classification of any member of the applicant family. **(24 CFR 982.207)**
2. If an applicant's preference status changes while on the waiting list, the applicant's position on the list will be adjusted to reflect the change. The applicant will retain their original date and time of application.

C. Withdrawal of Preference Points

If it is determined that an applicant does not meet the criteria for receiving a preference, the applicant will be placed back on the waiting list with no preference by original date and time of application and receive a written notice of this determination. The notice will contain a brief statement of the reasons for the determination and indicate that the applicant has the right upon written request within 5 business days to meet with a designee of the SHA for an

informal hearing. Denial of a preference does not prevent the applicant from exercising any legal rights the applicant may have against the SHA if he/she believes discrimination contributed to the denial of the preference. **(24 CFR 982.207)**

D. Order of Selection from the Waiting List

Applicants will be positioned on the waiting list based upon the number of preference points for which they are qualified, and date and time of application. Applicants who qualify for the highest number of preference points will be positioned ahead of those who qualify for fewer or no preference points on the waiting list. Preference points are not applied to applications for the HUD-VASH and Emergency Housing Voucher programs.

1. Local Preference Definitions and Verification Procedures

A local preference will be granted to applicants who have met the eligibility requirements outlined in previous sections of this Plan and who, at the time of submission of an application for housing, certify that they meet the guidelines of the local preference(s) as outlined below. The SHA elects to implement a Moving On limited preference for up to twenty (20) Housing Choice Vouchers/Mainstream/NED annually contingent upon funding availability:

- a. **Local Residency Preference:** Applicant households with a permanent physical residence in Sangamon County, Illinois. Eligibility for Local Residency Preference must be demonstrated by having a permanent physical residence within the jurisdictional area. Physical residence shall be defined as a domicile with a mailing address, other than a post office box, for which the applicant can produce one or more of the following: a lease or a purchase agreement, utility bills showing the claimed residence address, or two pieces of first-class mail addressed to a member of the applicant household at the claimed address. **(24 CFR 982.207)** (25 points).
- b. **Local Employment Preference:** Applicant households in which a member of the household (head, spouse or sole member) is currently employed in Sangamon County for the past 12 consecutive months or longer. Eligibility for Local Employment Preference must be demonstrated by third party employment verification. Applicants in Sangamon County where the head and spouse, or sole member is age 62 or older, or is a person with disabilities will also be awarded this preference. **(24 CFR 982.207)** (30 points)
- e. **Homeless Preference (Mainstream only):** Applicant households in which a member of the household (head, spouse or sole member) is non-elderly with a disability and transitioning out of institutional or other segregated setting, or at serious risk of institutionalization, or homeless or at risk of homelessness. **(24 CFR 982.207)** (60 points)
- f. **Moving On Preference:** Applicant households in which a member of the household (head, spouse or sole member) was homeless at admission to a permanent supportive housing program and meets the following criteria **(24 CFR 982.207)** (60 points):

- (i) Has successfully completed the requirements of the permanent supportive housing program; and
- (ii) is directly referred from the Continuum of Care.

Verification of Local Preference:

Certification verifying local residency preference can be in the following form:

- a. A lease or purchase agreement, utility bills showing the claimed residence address, or two pieces of first-class mail in the envelope addressed to a member of the applicant household at the claimed address.

Certification verifying local employment preference can be in the following form:

- a. Completion of a third-party Employment Verification and receipt of said verification directly from the employer indicated on the form; or
- b. Verification that the head, spouse, or sole member is 62 or older, or is a person with disabilities.

Certification verifying homeless preference can be in the following form:

- a. Third-Party verification from institutional setting or a homeless provider; and
- b. Verification that the head, spouse, or sole member is a person with disabilities.

Certification verifying moving on preference can be in the following form:

- a. Third-Party verification from Continuum of Care; and
- b. Verification that the applicant family has successfully resided in permanent supportive housing for the previous twelve-month period.

E. Special Admissions

1. Some family applicants will be admitted to SHA's HCV Program without ever being on the waiting list or without considering the applicant's place on the waiting list. This may occur when HUD has awarded funding to SHA for a targeted group of households living in specified units. This HUD-targeted funding may include (but is not limited to):
 - a. Families displaced because of demolition or disposition of a public or Indian housing project;
 - b. Families residing in a multifamily rental housing project when HUD sells, forecloses or demolishes the project;
 - c. Housing covered by the Low-Income Preservation and Resident Homeownership Act of 1990;
 - d. Non-purchasing families residing in a project subject to a homeownership program;
 - e. Families displaced because of a mortgage prepayment or voluntary termination of a mortgage insurance contract;

- f. Families residing in a project covered by a project-based HCV HAP contract at or near the end of the HAP contract term; and,
 - g. Non-purchasing families residing in a HOPE 1 or HOPE 2 project.
2. Natural Disaster Assistance Policy (Board Approved 9/06). Families affected by officially-declared natural disasters will receive housing preference over other waiting list placeholders.
- Documents traditionally required by leasing staff for the processing of applications (driver’s license, social security cards, birth records, etc.) may be provided by individuals/families as soon as possible during the initial six-month stay if the individuals/families cannot provide the information at the time of application.
 - All family members eighteen (18) years of age and older must complete and pass a criminal background check in accordance with Springfield Housing Authority HCV Administrative Plan.
 - Individuals shall be responsible for moving and all related costs, including but not limited to the transfer of telephone, cable, garbage and/or utility services.
 - Rent shall be determined by standard calculation procedures as defined in the SHA Administrative Plan. A security deposit will be required.
 - Individuals/families will not be penalized for terminating the SHA lease agreement within the first twelve (12) months of participation in a Springfield Housing Authority housing program.
 - Housing Choice Voucher holders who experience significant damage to the units in which they reside will not be penalized by the Springfield Housing Authority for relocating to other units before the lease agreements expire.

F. Preference Points

At the time of application and subject to appropriate verification, preference points will be awarded as indicated below:

Local Preferences	Points Awarded
Currently a resident of Sangamon County. Residency must be on a permanent, non-temporary basis.	25
Currently employed in Sangamon County. Employment must be for the past 12 consecutive months or longer.	30
Non-elderly household with a disability transitioning out of institutional or other segregated setting, or at serious risk of institutionalization, or homeless or at risk of homelessness. (Mainstream only)	60
Households in which a member of the household (head, spouse or sole member) was homeless at admission to a permanent supportive housing program, is transitioning out of the permanent supporting housing program and is directly referred from the Continuum of Care.	60



Heartland Continuum of Care
1C7. PHA Moving On Preference

Springfield Housing Authority 2024 Administrative Plan, Section VI. APPLICANT
SELECTION.....2
Moving On Preference.....3

Section VI. APPLICANT SELECTION

A. Introduction

Eligible applicants will be assigned to the waiting list according to date and time of application and preference status determined as described below in Section VI, D., Placement on and Selection from the Waiting List.

The Springfield Housing Authority has established a local preference system. Local preferences were adopted because they afford the agency the flexibility of designing an admissions program based upon the needs and circumstances of the local area. Preferences establish the order of applicants on the waiting list. An admissions preference does not guarantee admission.

The local preference system does not apply to applicants of the HUD-VASH and Emergency Housing Voucher programs.

The Springfield Housing Authority will maintain a waiting list for the HCV, Family Unification, Moderate Rehabilitation Housing, HUD-VASH, NED, Emergency Housing Vouchers, and other special grant programs inclusive of any preferences which may be required as a result of a federal, special or targeted grant population.

A local preference will be assigned a rating in order to be easily recognized. Applicants will qualify for a local preference if they meet the criteria set forth for a preference in this Section.

The Springfield Housing Authority shall inform all applicants of any preference system and provide them with the opportunity to show that they qualify for a preference. Applicants will be positioned on the waiting list based upon date and time of application as well as any preference(s) (as applicable).

B. Assignment of Preference Points

1. Preference will be granted to applicants on the waiting list who are otherwise qualified and/or who, at the time of application processing, are verified to meet the definitions of the preference(s) described in this section. Preferences will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, sex, creed, national origin, religion, disability, familial status, sexual orientation, gender identity, marital status, age, or any other protected classification of any member of the applicant family. **(24 CFR 982.207)**
2. If an applicant's preference status changes while on the waiting list, the applicant's position on the list will be adjusted to reflect the change. The applicant will retain their original date and time of application.

C. Withdrawal of Preference Points

If it is determined that an applicant does not meet the criteria for receiving a preference, the applicant will be placed back on the waiting list with no preference by original date and time of application and receive a written notice of this determination. The notice will contain a brief statement of the reasons for the determination and indicate that the applicant has the right upon written request within 5 business days to meet with a designee of the SHA for an

informal hearing. Denial of a preference does not prevent the applicant from exercising any legal rights the applicant may have against the SHA if he/she believes discrimination contributed to the denial of the preference. **(24 CFR 982.207)**

D. Order of Selection from the Waiting List

Applicants will be positioned on the waiting list based upon the number of preference points for which they are qualified, and date and time of application. Applicants who qualify for the highest number of preference points will be positioned ahead of those who qualify for fewer or no preference points on the waiting list. Preference points are not applied to applications for the HUD-VASH and Emergency Housing Voucher programs.

1. Local Preference Definitions and Verification Procedures

A local preference will be granted to applicants who have met the eligibility requirements outlined in previous sections of this Plan and who, at the time of submission of an application for housing, certify that they meet the guidelines of the local preference(s) as outlined below. The SHA elects to implement a Moving On limited preference for up to twenty (20) Housing Choice Vouchers/Mainstream/NED annually contingent upon funding availability:

- a. **Local Residency Preference:** Applicant households with a permanent physical residence in Sangamon County, Illinois. Eligibility for Local Residency Preference must be demonstrated by having a permanent physical residence within the jurisdictional area. Physical residence shall be defined as a domicile with a mailing address, other than a post office box, for which the applicant can produce one or more of the following: a lease or a purchase agreement, utility bills showing the claimed residence address, or two pieces of first-class mail addressed to a member of the applicant household at the claimed address. **(24 CFR 982.207)** (25 points).
- b. **Local Employment Preference:** Applicant households in which a member of the household (head, spouse or sole member) is currently employed in Sangamon County for the past 12 consecutive months or longer. Eligibility for Local Employment Preference must be demonstrated by third party employment verification. Applicants in Sangamon County where the head and spouse, or sole member is age 62 or older, or is a person with disabilities will also be awarded this preference. **(24 CFR 982.207)** (30 points)
- e. **Homeless Preference (Mainstream only):** Applicant households in which a member of the household (head, spouse or sole member) is non-elderly with a disability and transitioning out of institutional or other segregated setting, or at serious risk of institutionalization, or homeless or at risk of homelessness. **(24 CFR 982.207)** (60 points)
- f. **Moving On Preference:** Applicant households in which a member of the household (head, spouse or sole member) was homeless at admission to a permanent supportive housing program and meets the following criteria **(24 CFR 982.207)** (60 points):

- (i) Has successfully completed the requirements of the permanent supportive housing program; and
- (ii) is directly referred from the Continuum of Care.

Verification of Local Preference:

Certification verifying local residency preference can be in the following form:

- a. A lease or purchase agreement, utility bills showing the claimed residence address, or two pieces of first-class mail in the envelope addressed to a member of the applicant household at the claimed address.

Certification verifying local employment preference can be in the following form:

- a. Completion of a third-party Employment Verification and receipt of said verification directly from the employer indicated on the form; or
- b. Verification that the head, spouse, or sole member is 62 or older, or is a person with disabilities.

Certification verifying homeless preference can be in the following form:

- a. Third-Party verification from institutional setting or a homeless provider; and
- b. Verification that the head, spouse, or sole member is a person with disabilities.

Certification verifying moving on preference can be in the following form:

- a. Third-Party verification from Continuum of Care; and
- b. Verification that the applicant family has successfully resided in permanent supportive housing for the previous twelve-month period.

E. Special Admissions

1. Some family applicants will be admitted to SHA's HCV Program without ever being on the waiting list or without considering the applicant's place on the waiting list. This may occur when HUD has awarded funding to SHA for a targeted group of households living in specified units. This HUD-targeted funding may include (but is not limited to):
 - a. Families displaced because of demolition or disposition of a public or Indian housing project;
 - b. Families residing in a multifamily rental housing project when HUD sells, forecloses or demolishes the project;
 - c. Housing covered by the Low-Income Preservation and Resident Homeownership Act of 1990;
 - d. Non-purchasing families residing in a project subject to a homeownership program;
 - e. Families displaced because of a mortgage prepayment or voluntary termination of a mortgage insurance contract;

- f. Families residing in a project covered by a project-based HCV HAP contract at or near the end of the HAP contract term; and,
 - g. Non-purchasing families residing in a HOPE 1 or HOPE 2 project.
2. Natural Disaster Assistance Policy (Board Approved 9/06). Families affected by officially-declared natural disasters will receive housing preference over other waiting list placeholders.
- Documents traditionally required by leasing staff for the processing of applications (driver’s license, social security cards, birth records, etc.) may be provided by individuals/families as soon as possible during the initial six-month stay if the individuals/families cannot provide the information at the time of application.
 - All family members eighteen (18) years of age and older must complete and pass a criminal background check in accordance with Springfield Housing Authority HCV Administrative Plan.
 - Individuals shall be responsible for moving and all related costs, including but not limited to the transfer of telephone, cable, garbage and/or utility services.
 - Rent shall be determined by standard calculation procedures as defined in the SHA Administrative Plan. A security deposit will be required.
 - Individuals/families will not be penalized for terminating the SHA lease agreement within the first twelve (12) months of participation in a Springfield Housing Authority housing program.
 - Housing Choice Voucher holders who experience significant damage to the units in which they reside will not be penalized by the Springfield Housing Authority for relocating to other units before the lease agreements expire.

F. Preference Points

At the time of application and subject to appropriate verification, preference points will be awarded as indicated below:

Local Preferences	Points Awarded
Currently a resident of Sangamon County. Residency must be on a permanent, non-temporary basis.	25
Currently employed in Sangamon County. Employment must be for the past 12 consecutive months or longer.	30
Non-elderly household with a disability transitioning out of institutional or other segregated setting, or at serious risk of institutionalization, or homeless or at risk of homelessness. (Mainstream only)	60
Households in which a member of the household (head, spouse or sole member) was homeless at admission to a permanent supportive housing program, is transitioning out of the permanent supporting housing program and is directly referred from the Continuum of Care.	60



Heartland Continuum of Care
1D-10A. Lived Experience
Support Letter

HCoC Lived Experience Advisory Board Support Letter.....2

October 29, 2024

U.S. Department of Housing and Urban Development
451 7th Street S.W.
Washington, DC 20410

To Whom it May Concern,

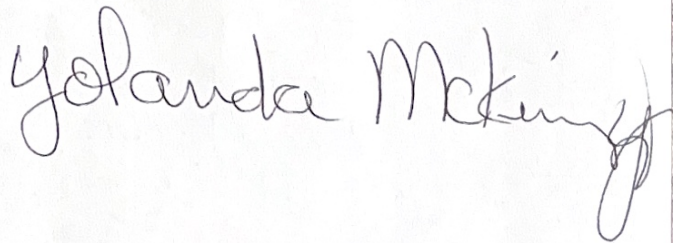
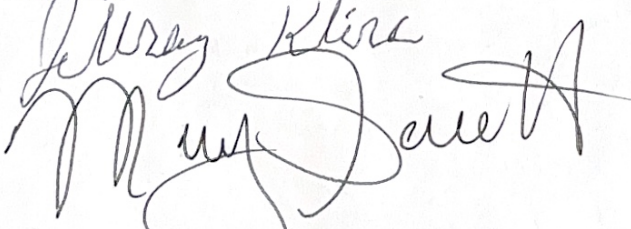
The Heartland Continuum of Care Lived Experience Advisory Board was established in 2024 to expand Continuum of Care Lived Experience Collaboration efforts, support the goals of Springfield & Sangamon County's 2022-2028 Strategic Plan to Address Homelessness, and to continue advocating for progress and more resources to effectively support exits from homelessness. Our involvement has included reviewing plans and policies, making recommendations for changes, and working to support the community's strategic planning efforts to serve households experiencing homelessness, including priorities for those with severe service needs. We acknowledge that system change and improvement are necessary and that the needs in our community are far greater than the current resources available. We write this letter in support of our community's planning efforts and priorities established through the Strategic Plan.

Priorities that we see as especially important to improve the system to address homelessness in Sangamon County and improve the services for those with severe service needs include:

- Further development of Lived Experience collaboration efforts and incorporating people with lived experience in all programs so that people have someone they can trust and rely on and relate to more easily: strengthen Youth Action Board, recruit new partners with lived experience, and creating avenues for professional training.
- Develop peer support programming to further educate and help people transitioning to permanent housing develop skills to be successful.
- Increasing housing opportunities. The development of 765 housing opportunities in five years is a crucial element that must take place to end homelessness in our community.
- Expanding Street Outreach efforts to build a Street Outreach with Lived Experience team as part of the collaborative effort to connect people who are unsheltered with housing resources.
- Increasing capacity for diversion and housing problem solving to prevent people from experiencing homelessness for a prolonged period and keeping engagement with the system to a short of a time period as possible.
- Building capacity to hire new case managers and mental and behavioral health providers to provide support for people transitioning from homelessness to stable housing. Including adding more case managers in Emergency Shelter to support people in accessing housing.

For these reasons and more, we pledge our support for these efforts and look forward to participating in making these goals a reality.

Sincerely,



Heartland Continuum of Care Lived Experience Advisory Board Members



Heartland Continuum of Care
1D-2A. Housing First Evaluation

HCoC Helping Hands Housing First Evaluation.....2



Housing First Standards Assessment Tool

Overview: This tool aims to assess and document how closely a housing and service provider adheres to the recommended best practice standards of the Housing First model, in the context of the broader work to implement a Housing First orientation at the system-level. This tool specifically evaluates project-level fidelity to Housing First, which directly impacts a system's fidelity to Housing First. In addition to the universal best practice standards identified in this tool, Continuums should also take into account their local community context and local written standards pertaining to Housing First when assessing projects. A Continuum of Care can use this tool to prompt discussion and to make

Provider Info tab: The Provider Information tab should be completed *prior* to beginning the assessment. Specifically, the *Project Name, Project Type, Target Sub-Population served, and Date of Assessment* fields need to be completed in order to populate the assessment standards and report summary with questions that are specific to the project

Standards: The standards have been arranged into the following categories: *Access, Evaluation, Services, Housing, Leases, and Project-Specific*. The "Tab" chart at the bottom of this page describes each of the categories in more detail. Some of the categories are not applicable for all project types, and those standards do not need to be completed. (see

Project Type	Applicable Standards
Coordinated Entry	Access & Evaluation; Project-specific
Street Outreach	Access & Evaluation; Project-specific
Emergency Shelter	Access & Evaluation; Service & Housing; Project-specific
Transitional Housing	Access & Evaluation; Service & Housing; Leases; Project-specific
Rapid Rehousing	Access & Evaluation; Service & Housing; Leases; Project-specific
Permanent Supportive Housing	Access & Evaluation; Service & Housing; Leases; Project-specific

Safeguarding: Please keep in mind safeguarding concerns when assessing projects. In particular, we advise Continuums of Care to work with projects with victims of domestic violence to make sure that adequate safety and confidentiality policies and practices are in place before beginning assessments.

Scoring: For each standard, there are three scoring criteria: "Say It", "Document It", and "Do It" (as explained further below). To show that a project is in full compliance with each standard, the assessor should mark "Always" for each scoring criteria. Use the drop down in the three columns to the right to select "Always" or "Somewhat" or "Not at all". Once

- "Say It" means that project and agency staff can describe verbally what they do concerning each standard. The assessor should be able to identify that the organizational culture supports the standard by how staff talks about what is done.
- "Document It" means that there is written documentation that supports the project's compliance with each standard. Written documentation could include policies
- "Do It" means that the assessor was able to find evidence that supports the project's compliance with each standard. Evidence could include information contained in client or other administrative files, client acknowledgment that something is being done, staff can point to documentation that supports implementation of the

Assessor Notes: A cell below each individual standard allows the assessor to add optional notes about the information collected for that particular standard. The notes can include where information was found, what questions were asked, who answered the questions, what additional information is needed to be able to mark that standard as "Always",

Tab	Description	Purpose
Instructions	Tool overview and aim	Offers instruction to users on the assessment tool

Provider Info	Input provider, project and general assessment information	Determines project-specific standards for consideration
Standards - Access & Evaluation	Input compliance with standards concerning participant access to the project and input project evaluation and performance management	Assesses whether access and evaluation are compliant with Housing First principles
Standards - Leases	Input compliance with standards concerning the lease and occupancy agreements, where applicable	Assesses whether leases and occupancy agreements are compliant with Housing First principles
Standards - Services & Housing	Input compliance with standards concerning the service and housing models and structure, where applicable	Assesses whether services and housing are compliant with Housing First principles
Standards – Project-Specific	Prompts assessment standards based on project type and targeted sub-populations served by the project, where applicable	Assesses whether specific project standards are compliant with Housing First principles
Report Summary	Displays assessment scores and conclusions, and highlights non-compliant standards	Printable summary of the assessment



Provider Information

Please complete the information below on the organization being assessed.

Provider's Legal Name	Provider Information
Acronym (If Applicable)	Helping Hands of Springfield
Year Incorporated	
EIN	
Street Address	
Zip Code	

Project Name	Project Information
Project Budget	Helping Hands of Springfield Renewal (HUD PSH)
Grant Number	IL029915T132212
Name of Project Director	Laura Davis
Project Director Email Address	laura@helpinghandsofspringfield.org
Project Director Phone Number	

Which best describes the project * **Permanent Supportive Housing**

If project is a Safe Haven, please choose project type that it most operates like, e.g. shelter, transitional housing, or permanent housing

Are your services targeted to any of the following populations specifically? Please select one if so, as this impacts your assessment questions. **None of the above**

*Please note that when you select a project type, particular standards may not be relevant.

Name of CEO	Management Information
CEO Email Address	
CEO Phone Number	
Name of Staff Member Guiding Assessment	
Staff Email Address	
Staff Phone Number	

Name of Assessor	Assessment Information
Organizational Affiliation of Assessor	
Assessor Email Address	
Assessor Phone Number	
Date of Assessment	Apr 12 2024



Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

No.	Standard	Access Definition / Evidence	Say It	Document It
Access 1	Projects are low-barrier	Admission to projects is not contingent on pre-requisites such as abstinence of substances, minimum income requirements, health or mental health history, medication adherence, age, criminal justice history, financial history, completion of treatment, participation in services, "housing readiness," history or occurrence of victimization, survivor of sexual assault or an affiliated person of such a survivor or other unnecessary conditions unless required by law or funding source. <i>Optional notes here</i>	Always	Always
Access 2	Projects do not deny assistance for unnecessary reasons	Procedures and oversight demonstrate that staff do everything possible to avoid denying assistance or rejecting an individual or family for the reasons listed in Access Standard #1. <i>Optional notes here</i>	Always	Always
Access 3	Access regardless of sexual orientation, gender identity, or marital status	Equal access is provided in accordance with the 2012 and 2016 Equal Access Rules, meaning that any project funded by HUD must ensure equal access for persons regardless of one's sexual orientation or marital status, and in accordance with one's gender identity. Adult only households, regardless of marital status, should have equal access to projects (if these project types are not available within a CoC, the CoC should conduct an assessment to determine if these project types are needed and work with providers to accommodate the need). Please see Equal Access Rules here: https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/ <i>Optional notes here</i>	Always	Always
Access 4	Admission process is expedited with speed and efficiency	Projects have expedited admission processes, to the greatest extent possible, including helping participants obtain documentation required by funding sources, as well as processes to admit participants regardless of the status of their eligibility documentation whenever applicable. <i>Optional notes here</i>	Always	Always
Access 5	Intake processes are person-centered and flexible	Intake and assessment procedures are focused on the individual's or family's strengths, needs, and preferences. Projects do not require specific appointment times, but have flexible intake schedules that ensure access to all households. Assessments are focused on identifying household strengths, resources, as well as identifying barriers to housing that can inform the basis of a housing plan as soon as a person is enrolled in the project. <i>Optional notes here</i>	Always	Always

Optional notes here

Access 6 The provider/project accepts and makes referrals directly through Coordinated Entry

Projects actively participate in the CoC-designated Coordinated Entry process as part of streamlined community-wide system access and triage. If these processes are not yet implemented, projects follow communities' existing referral processes. Referrals from Coordinated Entry are rarely rejected, and only if there is a history of violence, the participant does not want to be in the project, there are legally valid grounds (such as restrictions regarding sex offenders) or some other exceptional circumstance that is well documented.

Always Always

Optional notes here

Access 7 Exits to homelessness are avoided

Projects that can no longer serve particular households utilize the coordinated entry process, or the communities' existing referral processes if coordinated entry processes are not yet implemented, to ensure that those individuals and families have access to other housing and services as desired, and do not become disconnected from services and housing. Households encounter these exits under certain circumstances, such as if they demonstrate violent or harassing behavior, which are described within agencies' regulation-adherent policies.

Always Always

Optional notes here

Name	Participant Input Definition / Evidence	Say it	Document it
------	---	--------	-------------

Participant Input 1 Participant education is ongoing

Project participants receive ongoing education on Housing First principles as well as other service models employed in the project. In the beginning of and throughout tenancy, participants are informed about their full rights and responsibilities as lease holders, including the potential causes for eviction.

Always Always

Optional notes here

Participant Input 2 Projects create regular, formal opportunities for participants to offer input

Input is welcomed regarding the project's policies, processes, procedures, and practices. Opportunities include involvement in: quality assurance and evaluation processes, a participant leadership/advisory board, processes to formally communicate with landlords, the design of and participation in surveys and focus groups, planning social gatherings, integrating peer specialists and peer-facilitated support groups to complement professional services.

Always Always

Optional notes here



Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

	Standard	Lease and Occupancy Definition / Evidence	Say It	Document It
Leases 1	Housing is considered permanent (not applicable for Transitional Housing)	Housing is not time-limited (though rent assistance may be) and leases are automatically renewable upon expiration, except with prior notice by either party. <i>Optional notes here</i>	Always	Always
Leases 2	Participant choice is fundamental	A participant has, at minimum, choices in deciding the location and type of housing based on preferences from a range of housing types and among multiple units, as available and as practical. In project-based settings, participants should be offered choice of units within a particular building, or within the portfolio of single site properties. In projects that use shared housing, i.e. housing with unrelated roommates, participants should be offered choice of roommates, as available and as practical. Additionally, as applicable, participants are able to choose their roommates when sharing a room or unit. <i>Optional notes here</i>	Always	Always
Leases 3	Leases are the same for participants as for other tenants	Leases do not have any provisions that would not be found in leases held by any other tenant in the property or building and is renewable per the participants' and owner's choice. People experiencing homelessness who receive help moving into permanent housing should have leases that confer the full rights, responsibilities, and legal protections under Federal, state, and local housing laws. For transitional housing, there may be limitations on length of stay, but at lease/occupancy agreement should look like a lease that a person would have in the normal rental market. <i>Optional notes here</i>	Always	Always
Leases 4	Participants receive education about their lease or occupancy agreement terms	Participants are also given access to legal assistance and encouraged to exercise their full legal rights and responsibilities. Landlords and providers abide by their legally-defined roles and responsibilities. <i>Optional notes here</i>	Always	Always
Leases 5	Measures are used to prevent eviction	Property or building management, with services support, incorporates a culture of eviction avoidance, reinforced through practices and policies that prevent lease violations and evictions among participants, and evict participants only when they are a threat to self or others. Clear eviction appeal processes and due process is provided for all participants. Lease bifurcation is allowed so that a tenant or lawful occupant who is a victim of a criminal act of physical violence committed against them by another tenant or lawful occupant is not evicted, removed or penalized if the other is evicted.	Always	Always

Optional notes here

Leases 6 Providing stable housing is a priority Always Always
Providers engage in a continued effort to hold housing for participants, even if they leave their housing for short periods due to treatment, illness, or any other temporary stay outside of the unit.

Optional notes here

Leases 7 Rent payment policies respond to tenants' needs (as applicable) Always Always
While tenants are accountable to the rental agreement, adjustments may be needed on a case by case basis. As necessary, participants are given special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements.

Optional notes here



Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

	Standard	Services Definition / Evidence	Say it	Document it
Services 1	Projects promote participant choice in services	Participants are able to choose from an array of services. Services offered are housing focused and include the following areas of support: employment and income, childhood and education, community connection, and stabilization to maintain housing. These should be provided by linking to community-based services. <i>Optional notes here</i>	Always	Always
Services 2	Person Centered Planning is a guiding principle of the service planning process	Person-centered Planning is a guiding principle of the service planning process <i>Optional notes here</i>	Always	Always
Services 3	Service support is as permanent as the housing	Service connections are permanently available and accessible for participants in Permanent Supportive Housing. Rapid Re-Housing projects should, at a minimum, be prepared to offer services for up to 6 months after the rental assistance ends. In emergency shelter and transitional housing, services are available as long as the participant resides in the unit or bed – and up to 6 months following exit from transitional housing. <i>Optional notes here</i>	Always	Always
Services 4	Services are continued despite change in housing status or placement	Whenever possible, participants continue to be offered services even if they lose their housing unit or bed (for congregate projects), or if they are placed in a short-term inpatient treatment. Ideally, the service relationship should continue, despite a service hiatus during some institutional stays. <i>Optional notes here</i>	Always	Always
Services 5	Participant engagement is a core component of service delivery	Staff provide effective services by developing relationships with participants that provide immediate needs and safety, develop trust and common ground, making warm hand-offs to other mainstream service providers, and clearly explain staff roles. Engagement is regular and relationships are developed over time. <i>Optional notes here</i>	Always	Always

<i>Optional notes here</i>				
Services 6	Services are culturally appropriate with translation services available as needed	Project staff are sensitive to and support the cultural aspects of diverse households. Wherever possible, staff demographics reflect the participant population they serve in order to provide appropriate, culturally-specific services. Translation services are provided when needed to ensure full comprehension of the project. Projects that serve families with children should have family-friendly rules that allow for different schedules based on work and school hours and have services that allow parents to participate in activities without having to constantly supervise their children themselves (i.e. can use the bathroom or take a shower without their children being in the bathroom with them).	Always Always	
<i>Optional notes here</i>				
Services 7	Staff are trained in clinical and non-clinical strategies (including harm reduction, motivational interviewing, trauma-informed approaches, strength-based)	Services support a participant's ability to obtain and retain housing regardless of changes in behavior. Services are informed by a harm-reduction philosophy, such as recognizing that substance use and addiction are a part of some participants' lives. Participants are engaged in non-judgmental communication regarding their behavior and are offered education regarding how to avoid risky behaviors and engage in safer practices.	Always Always	
<i>Optional notes here</i>				
Standard	Housing Definition / Evidence		Say It	Document It
Housing 1	Housing is not dependent on participation in services	Participation in permanent and temporary housing settings, as well as crisis settings such as emergency shelter, is not contingent on participating in supportive services or demonstration of progress made on a service plan. Services must be offered by staff, but are voluntary for participants.	Always	Always
<i>Optional notes here</i>				
Housing 2	Substance use is not a reason for termination	Participants are only terminated from the project for violations in the lease or occupancy agreements, as applicable. Occupancy agreements or an addendum to the lease do not include conditions around substance use or participation in services. If the project is a recovery housing model focused on people who are in early recovery from drugs or alcohol (as outlined in HUD's Recovery Housing Brief), different standards related to use and subsequent offer of treatment may apply. See HUD's Recovery Housing brief here: https://www.hudexchange.info/resource/4852/recovery-housing-policy-brief/	Always	Always
<i>Optional notes here</i>				
Housing 3	The rules and regulations of the project are centered on participants' rights	Project staff have realistic expectations and policies. Rules and regulations are designed to support safe and stable communities and should never interfere with a life in the community. Participants have access to the project at all hours (except for nightly in and out shelter) and accommodation is made for pets.	Always	Always



Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

Standard	Project -specific Standards	Say it	Document it
<p>Project 1</p> <p>Quick access to RRH assistance</p>	<p>A permanent supportive housing project ensures quick linkage to a unit and wrap around services, based on participant needs, preferences, and resource availability.</p>	<p>Always</p>	<p>Always</p>
<p><i>Optional notes here</i></p>			
<p>Project 2</p> <p>PSH is focused on ending homelessness for those with the most severe barriers to maintaining housing</p>	<p>Participants and staff understand that a primary goal of permanent supportive housing is to end homelessness for people with the most severe service needs and help participants stay housed, regardless of other perceived barriers.</p>	<p>Always</p>	<p>Always</p>
<p><i>Optional notes here</i></p>			
<p>Project 3</p> <p>Property Management duties are separate and distinct from services/case management</p>	<p>In order to provide clear roles of staff for participants in terms of lease and rules enforcement as well as tenant advocacy, property management and service provider staff should be separate roles. However, they should work together on a regular basis through regular communications and meetings regarding Participants to address tenancy issues in order to preserve tenancy.</p>	<p>Always</p>	<p>Always</p>
<p><i>Optional notes here</i></p>			
<p>No additional standards</p>			
<p><i>Optional notes here</i></p>			
<p>No additional standards</p>			



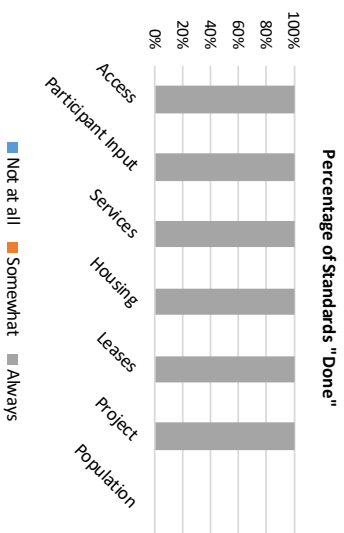
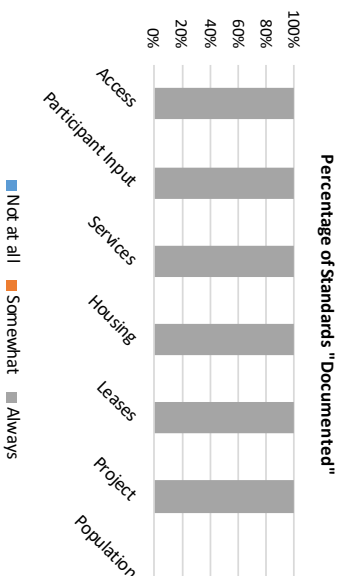
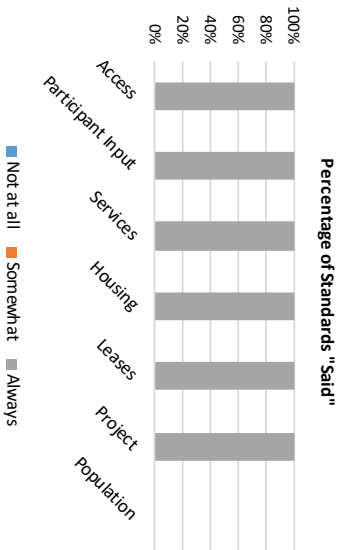
Housing First Standards Assessment Summary

Helping Hands of Springfield
12-Apr-24

Some standards have not been evaluated. Please return and complete all standards before finalizing report.

Your score: 180
Max potential score: 180

Score is calculated by awarding 1 point for standards answered 'sometimes' and 2 points for standards answered 'always'. Categories that are not applicable for your project are not included in the maximum potential score.



Legend: Not at all (blue), Somewhat (orange), Always (grey)

Legend: Not at all (blue), Somewhat (orange), Always (grey)

Legend: Not at all (blue), Somewhat (orange), Always (grey)



Heartland Continuum of Care
1E-2. Local Competition Scoring
Tool

HCoC Rating and Ranking Renewal Project Scoring Tool.....2
HCoC Rating and Ranking New Project Scoring Tool.....7

HUD FY24 HCOC NOFO Renewal Project Scoring Tool

1. THRESHOLD FACTORS			
NAME	DESCRIPTION	STATUS	SCORE
Policies Remain Compliant	<p>All of the renewal project's relevant policies and procedures were examined as part of a previous year's review and rank process. The project should pass this threshold factor if it certifies that none of its policies have changed in ways that could impair its federal obligations, including:</p> <ul style="list-style-type: none"> • identifying and lowering its barriers to housing in line with a Housing First approach • participating in coordinated entry • entering data for all CoC-funded beds into HMIS (or comparable database for domestic violence services). • maintaining adequate internal financial controls, record maintenance and management, and policies regarding termination of assistance, client appeals, ADA and fair housing requirements, and confidentiality. • providing equal access and fair housing without regard to sexual orientation, gender identity, local residency status, or any other protected category • only accepting new participants if they can be documented as eligible for this project's program type based on their housing and disability status 	Pass/Fail	
Coordinated Entry System Participation	<p>The project fills 100% of beds through the Coordinated Entry System and follows CES policies.</p>	Pass/Fail	
HMIS Implementation	<p>The project is an active participant in the Homeless Management Information System (HMIS) or comparable database if a victim services provider.</p>	Pass/Fail	
Match	<p>The matching funds for the project meet HUD's standards as described in the CoC Interim Rule and requirements in Notice of Funding Opportunity.</p>	Pass/Fail	
2. COMPLIANCE (15 PTS)			
NAME	DESCRIPTION	SOURCES	SCORE
Audit Findings	<p>Award 5 points if:</p> <ul style="list-style-type: none"> • the project was audited, but there were no sustained or final negative findings relating to housing quality or financial mismanagement. <p>Award 3 points if:</p> <ul style="list-style-type: none"> • the project received negative audit findings, but the project adequately explains how the findings are being addressed. <p>Award 0 points if:</p> <ul style="list-style-type: none"> • the project's audits revealed negative findings that have not been corrected. 	<p>All HUD or financial audits from last 2 years. HCOC App (5)</p>	Up to 5 points.

HUD FY24 HCOC NOFO Renewal Project Scoring Tool			
Coordinated Entry (OBJECTIVE CRITERIA +5) Total 5 (ADDRESSING SEVERE BARRIERS +5) Total 5 *Our CES prioritizes households with severe barriers to be next referred.	Award 5 points if the project reported 100% of its bed openings and filled those openings from the Coordinated Entry System.	HCoC App (6) HMIS CES data	5 points.
Accurate Data (OBJECTIVE CRITERIA +3) Total 8	The fraction of data points that are recorded as missing, don't know, client refused to answer, and/or unable to calculate. Lower percentages are better.	APR Q6a	< 5% error = 3 5% - 10% error = 2 10% - 15% error = 1 > 15% error = 0
Timely Data (OBJECTIVE CRITERIA +1) Total 9	The average length of time between when a client enters or exits the project, and when the project records the entry or exit in HMIS. Note that APRs only record the approximate time range for each client, e.g., "1 to 3 Days delay."	APR Q6e	≤ 6 days = 2 7 days - 10 days = 1 > 10 days = 0
3. COMMUNITY (20 PTS)			
NAME	DESCRIPTION	SOURCES	SCORE
Participation in CoC Activities	Award points for the agency's attendance, participation, and leadership at CoC events, meetings, committees, forums, and projects, with a focus on activities that took place since the last CoC Competition. Full points will be awarded if the agency meaningfully participated in at least 4 voluntary events over the course of the year, or if the agency led at least 1 successful event, training, or initiative over the course of the year.	HCoC App (7)	4 points.
Voluntary Reallocation (OBJECTIVE CRITERIA +4) Total 13	Award 4 points if the agency voluntarily reallocated any HUD CoC Program funds in the previous two competitions.	GIW HCoC App (8)	4 points.
Incorporating Lived Experience	Award 4 points if the agency engages homeless and formerly homeless clients in program design and policy making by including them on its board of directors or staff, by having a consumer advisory board that meets regularly, by administering consumer satisfaction surveys, and/or by convening client focus groups.	HCoC App (9)	4 points
Racial Equity	Award 4 points if agencies have demonstrated that they have analyzed their project and data to identify barriers to participation (e.g. lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has a plan to eliminate identified barriers.	HCoC App (10)	4 points
Local Competition Deadlines (OBJECTIVE CRITERIA +4) Total 17	Award 4 points if the project met all local competition deadlines, including deadlines for turning in supporting documents and attachments. Award no points if any portion of the local application was turned in late. If any portion of the local application was turned in more than 72 hours late, award no points, and, at your discretion, you may choose to exclude the project from the competition entirely.	HCoC Application	4 points
4. HOUSING PERFORMANCE (12 PTS)			
NAME	DESCRIPTION	SOURCES	SCORE
PERMANENT SUPPORTIVE HOUSING			

HUD FY24 HCOC NOFO Renewal Project Scoring Tool

<p>Housing Retention (SPM 7) (OBJECTIVE CRITERIA +10) Total 27</p> <p>(SYSTEM PERFORMANCE CRITERIA +10) Total 10</p>	<p>Count each person who either remained in the project at the end of the measurement period or exited to permanent housing. These are the successes.</p> <p>Then, count the total number of people who participated in the project during the measurement period, excluding people who passed away or who exited to foster care*, nursing homes, or non- psychiatric hospitals or inpatient medical facilities.</p> <p>Divide the number of successes by the number of relevant participants, and apply the scale to the right.</p>	<p>APR Q5 APR Q23</p>	<p>≥ 95% = 10 90% - 94.9% = 8 85% - 89.9% = 4 80% - 84.9% = 2 <80% = 0</p>
<p>Length of Time between Project Start Date and Housing Move-in Date (SPM 1) (OBJECTIVE CRITERIA +2) Total 29 (SYSTEM PERFORMANCE CRITERIA +2) Total 12</p>	<p>The average (mean) period of time between when a client is enrolled in a program and when the client physically enters long-term housing (e.g. an apartment). This measure ignores clients who have not yet entered housing and/or who have left the program without being housed; such clients are counted neither in the numerator nor the denominator.</p>	<p>APR 22c</p>	<p>≤ 30 days = 2 30-60 days = 1 > 60 days = 0</p>
<p>RAPID RE-HOUSING</p> <p>Length of Time between Project Start Date and Housing Move-in Date (SPM 1) (OBJECTIVE CRITERIA +4) Total 21 (SYSTEM PERFORMANCE CRITERIA +4) Total 4</p>	<p>The average (mean) period of time between when a client is enrolled in a program and when the client physically enters long-term housing (e.g. an apartment). This measure ignores clients who have not yet entered housing and/or who have left the program without being housed; such clients are counted neither in the numerator nor the denominator.</p>	<p>APR Q22c</p>	<p>≤ 30 days = 4 30-60 days = 3 > 60 days = 0</p>
<p>Rate of Entry into Suitable Housing (OBJECTIVE CRITERIA +4) Total 25 (SYSTEM PERFORMANCE CRITERIA +4) Total 8</p>	<p>The percentage of clients in the program who successfully entered some type of private or semi- private housing (e.g. an apartment). Clients who have left the program without being housed are treated as negative outcomes. The measure ignores clients who have not yet entered housing-- such clients are counted neither in the numerator nor the denominator.</p> <p>* The HCOC identifies this metric as a significant component in improving the safety of survivors of domestic violence, dating violence, and/or stalking.</p>	<p>APR Q22c</p>	<p>≥ 80 % = 4 70 - 79.9% = 3 60 - 69.9% = 2 50 - 59.9% = 1 < 50 % = 0</p>
<p>Rate of Exit to Permanent Housing (SPM 7) (OBJECTIVE CRITERIA +4) Total 29 (SYSTEM PERFORMANCE CRITERIA +4) Total 12</p>	<p>Count the number of people who exited from the program to permanent housing during the measurement period, not including people who died. These are the successes.</p> <p>Then, count the number of people who left the project during the measurement period, excluding people who passed away or who exited to foster care*, nursing homes, or non-psychiatric hospitals or inpatient medical facilities.</p> <p>Divide the number of relevant successes by the number of living leavers and apply the scale to the right.</p> <p>* The HCOC identifies this metric as a significant component in improving safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or trafficking.</p>	<p>APR Q5 APR Q23</p>	<p>≥ 85% = 4 80% - 84.9% = 3 75% - 79.9% = 2 70% - 74.9% = 1 < 70% = 0</p>
<p>5. SYSTEM PERFORMANCE (26 PTS)</p>			
<p>NAME</p> <p>Cash Income (SPM 4) (OBJECTIVE CRITERIA +5) Total 34 (SYSTEM PERFORMANCE CRITERIA +5) Total 13</p>	<p>Divide the number of successes by the number of relevant participants, and apply points according to the scale to the right.</p> <p>* The HCOC identifies this metric as a significant component in improving safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or trafficking.</p>	<p>SOURCES</p> <p>APR Q5 APR Q16</p>	<p>SCORE</p> <p>≥ 95% = 5 90% - 94.9% = 4 80% - 89.9% = 2 < 80% = 0</p>

HUD FY24 HCOC NOFO Renewal Project Scoring Tool

<p>Increased Income (SPM 4) (OBJECTIVE CRITERIA +5) Total 39 (SYSTEM PERFORMANCE CRITERIA +5) Total 18</p>	<p>Divide the number of successes by the number of relevant participants at start and at time of latest annual assessment including leavers). Apply points according to the scale to the right.</p> <p>* The HCOC identifies this metric as a significant component in improving safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or trafficking.</p>	<p>APR Q5 APR Q19a1 APR Q19a2</p>	<p>≥ 95% = 5 90% - 94.9% = 4 80% - 89.9% = 2 < 80% = 0</p>
<p>Health Insurance (OBJECTIVE CRITERIA +5) Total 44 (SYSTEM PERFORMANCE CRITERIA +5) Total 23</p>	<p>Count each participant who had at least one form of health insurance at exit or at a timely annual follow-up interview. These are the successes.</p> <p>Divide the number of successes by the number of living participants (minus the number of stayers not yet due for an annual assessment) and apply the scale to the right.</p>	<p>APR Q5 APR Q21</p>	<p>≥ 90% = 5 80% - 89.9% = 3 < 80% = 0</p>
<p>Other Mainstream Benefits (SPM 4) (OBJECTIVE CRITERIA +8) Total 52 (SYSTEM PERFORMANCE CRITERIA +9) Total 31</p>	<p>Count each adult who had any non-cash, non-health care benefits (such as food stamps or bus passes) at exit or at a timely annual follow-up interview. These are the successes.</p> <p>Divide the number of successes by the number of living adults (minus the number of adult stayers not yet due for an annual assessment) and apply the scale to the right.</p>	<p>APR Q5 APR Q20b</p>	<p>≥ 75% = 8 < 75% = 0</p>
<p>6. FULL UTILIZATION (15 PTS)</p>			
<p>NAME</p>	<p>DESCRIPTION</p>	<p>SOURCES</p>	<p>SCORE</p>
<p>Bed Utilization (OBJECTIVE CRITERIA +8) Total 60</p>	<p>Count the average number of people enrolled in the project on the last Wednesday of each quarter, and divide it by the number of beds promised in e-snaps to get the bed utilization rate.</p> <p>Award points based on the scale on the right.</p>	<p>APR Q7b Previous E-snaps App</p>	<p>≥ 90% = 8 80% - 89.9% = 6 70% - 79.9% = 4 60% - 69.9% = 2 < 60% = 0</p>
<p>Grant Spend Down (OBJECTIVE CRITERIA +5) Total 65</p>	<p>Divide the amount of money drawn down from e- LOCCs during the project's most recently completed contract by the amount of CoC funding shown for that project on the corresponding GIW.</p> <p>Award points based on the scale on the right.</p>	<p>Most recent HUD spending report / eLOCCS GIW</p>	<p>≥ 95% = 5 85% - 94.9% = 3 75% - 84.9% = 2 65% - 74.9% = 1 < 65% = 0</p>
<p>Quarterly Drawdowns (OBJECTIVE CRITERIA +2) Total 67</p>	<p>Award points if the program successfully drew down from e-LOCCs at least once during each and every quarter of the competition period.</p>	<p>e-LOCCS HCOC Application</p>	<p>At least quarterly = 2 At least twice = 1 Less Often = 0</p>
<p>7. PRIORITIZATION (12 points)</p>			
<p>NAME</p>	<p>DESCRIPTION</p>	<p>SOURCES</p>	<p>SCORE</p>
<p>Housing First (ADDRESSING SEVERE BARRIERS +8) Total 13</p>	<p>Award up to 8 points. 1 point for each box checked for Housing First on the HCOC Application. If all boxes are checked, award 8 points.</p>	<p>HCOC App (16)</p>	<p>Up to 8 points.</p>

**HUD FY24 HCOC NOFO
Renewal Project Scoring Tool**

<p>Severity of Needs (ADDRESSING SEVERE BARRIERS +2) Total 15</p>	<p>Award up to 2 points if 75.0% or more of the project's clients are people with severe needs and the project has a plan in place to meet specific needs and vulnerabilities, including: low or no income, current or past substance use, a history of victimization such as domestic violence or sexual assault, criminal histories, and chronic homelessness.</p>	<p>APR Q 5 Q13a2</p>	<p>Up to 2 points.</p>
<p>Fair Housing</p>	<p>Award 2 points if the project affirmatively markets housing and supportive services to eligible persons regardless of race, color, national origin, limited English proficiency, religion, sex, gender identity, sexual orientation, age, familial status, and/or disability to engage people who are least likely to apply in the absence of special outreach.</p>	<p>HCOC App (19)</p>	<p>2 points. / 100 Maximum points</p>

HUD FY24 HCOC COC COMPETITION New Project Scoring Tool

1. THRESHOLD FACTORS			
NAME	DESCRIPTION	STATUS	
Housing First	This project will commit to running a low-barrier, Housing First program.	Pass/Fail	Pass
Coordinated Entry System Participation	The project will participate in coordinated entry and fill and 100% of beds through the Coordinated Entry System. Commits to being a Coordinated Entry access point with two trained assessor	Pass/Fail	Pass
HMS Implementation	The project will participate in the Homeless Management Information System (HMS) or comparable database if a victim services provider.	Pass/Fail	Pass
Project Quality Thresholds	Project meets requirements for project type found on pages 59-67 of NOFO.	Pass/Fail	Pass
2. COMPLIANCE (10 PTS)			
NAME	DESCRIPTION	SOURCES	SCORE
Audit Findings	<p>Award 2 points if:</p> <ul style="list-style-type: none"> the agency was audited, but there were no sustained or final negative findings relating to housing quality or financial mismanagement. <p>Award 1 points if:</p> <ul style="list-style-type: none"> the agency received negative audit findings, but the project adequately explains how the findings are being addressed. <p>Award 0 points if:</p> <ul style="list-style-type: none"> the agency's audits revealed negative findings that have not been corrected. 	All government & financial audits from last 2 years. HCOC App (6)	Up to 2 points.
Experience with Federal Grants	<p>Award up to 3 points. 1 points for each box checked for Experience with Federal Grants on the HCOC Application reflecting that the agency has...</p> <ul style="list-style-type: none"> Successfully drawn down at least 95% of funding from a grant of at least \$50,000 Successfully completed a full contract year of a grant from a state or federal government Prepared detailed timesheets to a funder that showed the hours worked by each staff person each week on different activities and projects Prepared detailed eligibility documentation to a funder that shows what assistance each client received and why that client was qualified to receive that assistance. 	HCOC App (7)	Up to 3 points.
HMS (OBJECTIVE CRITERIA + 2) Total 2	Award 2 points if the agency has an HMS license and an employee trained to utilize the system. 2 points can be awarded if the agency demonstrates this is in process.	HCOC App (6)	2 points

HUD FY24 HCOC COC COMPETITION New Project Scoring Tool			
Coordinated Entry (OBJECTIVE CRITERIA + 3) Total 5 (ADDRESSING SEVERE NEEDS + 3) Total 3 * HCOC CES Prioritizes Households with severe needs in the referral process)		Award up to 3 points. 1 point for each box checked on the Coordinated Entry question on the HCOC Application reflecting that... • the agency has a trained staff person to enroll clients in Coordinated Entry or can demonstrate that this is in process • the agency has a plan for communicating open beds to CES, • Commitment to participating in case conferences, • has a plan for using referrals from CES to fill openings.	HCOC App (9) Up to 3 points 3
3. COMMUNITY (23 PTS)			
NAME	DESCRIPTION	SOURCES	SCORE
Participation in CoC Activities	Award points for the agency's attendance, participation, and leadership at CoC events, meetings, committees, forums, and projects, with a focus on activities that took place since the last CoC Competition. The full 3 points will be awarded if the agency meaningfully participated in at least 4 voluntary events over the course of the year, or if the agency led at least 1 successful event, training, or initiative over the course of the year.	HCOC App (10)	2 points
Local Competition Deadlines (OBJECTIVE CRITERIA + 2) Total 7	Award 2 points if the project met all local competition deadlines, including deadlines for turning in supporting documents and attachments. Award no points if any portion of the local application was turned in late. If any portion of the local application was turned in more than 72 hours late, award no points, and, at your discretion, you may choose to exclude the project from the competition entirely.	HCOC Application	2 points
Homeless System Improvement	Award 19 points if agency identifies and provides a plan for how this project will work to improve community system performance by meeting a demonstrated need in our community including: <ul style="list-style-type: none"> • A description of local need for project and flexibility to meet changing community needs that utilizes data and local strategic plan (6 points) • A description of the size of the gap between local resources and local need that is consistent with CES and other local data. (6 pts) • A quantitative description of how the proposed project will reduce that gap (7 points) 	HCOC App (11)	19 points
4. HOUSING DESIGN (9 PTS)			
NAME	DESCRIPTION	SOURCES	SCORE
Housing Meets Client Needs	Award 3 points for a housing design that checks all boxes on the HCOC Application for Housing that Meets Client Needs. Award one point for each box checked. The agency should demonstrate has a plan to: <ul style="list-style-type: none"> • find layouts, location, and/or features that are thoughtfully matched to the target population including units accessible to people with disabilities • Has plan for insuring Housing Quality Standards are met • provide rare or unique options, e.g., pet-friendly housing, or housing with parking spots, or housing with elevators. 	HCOC App (12-13)	Up to 3 points. 3

HUD FY24 HCOC COC COMPETITION New Project Scoring Tool			
Housing Navigation	Award 1 point for each of the housing navigation question boxes are checked on the HCoC Application reflecting that the agency has: - a credible plan for providing housing navigation services - A plan for outreach to landlords - Has staff who have pursued training on housing navigation	HCoC (14-15)	Up to 3 points.
Projected Measurable Outcomes	Award one point for each projected measure outcome listed in the HCoC Application up to 3 points with an explanation of how outcomes will be measured.	HCoC Application (16)	Up to 3 points.
5. SERVICES DESIGN (21 PTS)			
NAME		SOURCES	SCORE
Housing First (OBJECTIVE CRITERIA +5) Total 12	Award 5 points, if all boxes are checked for Housing First on the HCoC Application.	HCoC App (18)	5 points.
Severity of Needs (ADDRESSING SEVERE NEEDS + 2) Total 5	Award 2 points if the project will serve individuals with one or more of the following types of severe needs its clients are likely to have (including low or no income, unaccompanied minor, current or past substance use, mental illness, a history of victimization such as domestic violence or sexual assault, criminal histories, and chronic homelessness)	HCoC App (19)	2 points.
Appropriate Supportive Services	Award 1 point for each checkbox checked on the HCoC Application for the Appropriate Supportive Services Question. Reflecting projects that: <ul style="list-style-type: none"> • offer ongoing support to stay in permanent housing, • are thoughtfully matched to the target population; for DV projects this includes services that improve safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or trafficking; • will individually assist each client to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply. • Appropriate for caseloads and ratio is provided; • Trained in innovative or evidence-based practices; and • Trained to meet the needs of the population to be served 	HCoC App (20-21)	Up to 6 points.
Incorporating Lived Experience	Award 3 points if the agency engages homeless and formerly homeless clients in program design and policy making by including them on its board of directors or staff, by having a consumer advisory board that meets regularly, by administering consumer satisfaction surveys, and/or by convening client focus groups.	HCoC App (22)	4 points.
Racial Equity	Award 3 points if agencies have a plan to analyze their project and data to identify barriers to participation (e.g. lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has a plan to eliminate identified barriers.	HCoC App (23)	4 points.
6. SYSTEM PERFORMANCE FACTORS (25 PTS)			
NAME	DESCRIPTION	SOURCES	SCORE

**HUD FY24 HCOC
COC COMPETITION
New Project Scoring Tool**

<p>Community Coordination (SPM 4) (SYSTEM PERFORMANCE +5) Total 5</p>	<p>Award up to 5 points if the project provides a plan that details specific partnerships with other agencies to refer their clients for services to assist program participants with obtaining and increase non-employment income, employment income, and resources to improve health. Two points will be awarded for a detailed plan, one point will be awarded for each partner listed (up to 3 points).</p>	<p>HCOC App (24)</p>	<p>Up to 5 points.</p>	
<p>Increased Employment Income (SPM 4) (SYSTEM PERFORMANCE +5) Total 10 (ADDRESSING SEVERE NEEDS + 2) Total 10</p>	<p>Award 5 points if the project includes a detailed plan for increasing employment income of clients in the program. * The HCOC identifies this metric as a significant component in improving safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or trafficking.</p>	<p>HCOC App (24)</p>	<p>5 points.</p>	
<p>Increased Non-employment Income (SPM 4) (SYSTEM PERFORMANCE +5) Total 15 (ADDRESSING SEVERE NEEDS + 2) Total 15</p>	<p>Award 5 points if the project includes a detailed plan for increasing non-employment income of clients in the program. * The HCOC identifies this metric as a significant component in improving safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or trafficking.</p>	<p>HCOC App (24)</p>	<p>5 points</p>	
<p>Length of Time between Project Start Date and Housing Move-in Date (SPM 1) (SYSTEM PERFORMANCE +5) Total 20</p>	<p>The project includes a plan for making the period of time between when a client is enrolled in a program and when the client physically enters long-term housing (e.g. an apartment) as short as possible. * The HCOC identifies this metric as a significant component in improving safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or trafficking.</p>	<p>HCOC App (25)</p>	<p>5 points</p>	
<p>Rate of Retention or Exit to Permanent Housing (SPM 7) (SYSTEM PERFORMANCE +5) Total 25</p>	<p>The project includes a plan for monitoring rate of retention (PSH projects) and Exits to Permanent Housing (other Project types) and evaluating at points throughout grant cycle. * The HCOC identifies this metric as a significant component in improving safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or trafficking.</p>	<p>HCOC Application (26)</p>	<p>5 points</p>	
<p>7. PROJECT START UP (12 PTS)</p>				
<p>NAME</p> <p>Relevant Experience</p>	<p>DESCRIPTION</p> <p>Award 3 points if the agency submitting this application has demonstrated, through past performance and data, the ability to successfully carry out the work proposed and has successfully served people experiencing homelessness as a particular group as part of a similar project. 3 points awarded for previous project explanation that includes data that demonstrates experience. Data/metrics to demonstrate this experience can include:</p> <ul style="list-style-type: none"> • exits to permanent housing • limiting returns to homelessness • rapidly placing households in housing • increasing income • improving safety for survivors of domestic violence 	<p>SOURCES</p> <p>HCOC App (27)</p>	<p>SCORE</p> <p>3 points.</p>	<p>3</p>

HUD FY24 HCOC COC COMPETITION New Project Scoring Tool				
Budget	Award up to 3 points based on the following factors being met: <ul style="list-style-type: none"> • The budget is complete and provides appropriate clarity. (2 points) • The budget includes a 25% match. (1 point) 	Budget HCOC Application	Up to 3 points.	2
Fiscal Capacity	Award 3 points if the agency checks all boxes on the HCOC Application for having sufficient fiscal capacity to manage the grant, including: <ul style="list-style-type: none"> • Internal financial controls • grant match tracking • well-maintained records • oversight by a board of directors • a strategy for documenting eligible costs • a strategy for ensuring adequate grant drawdowns 	HCOC App (28)	3 points.	3
Ready to Start	Award up to 3 points if the project will be ready to begin housing clients within 3 months of receiving HUD funding. Award one point for each check box from the HCOC Application reflecting that: <ul style="list-style-type: none"> • The agency has already served the same subpopulation with similar service types. • The project site does not face regulatory obstacles such as tenant displacement, environmental issues, or zoning issues; • The agency's current staff has the capacity to begin preparing for this project; • The agency already has policies and procedures that can be used as-is or easily adapted for use in a CoC-funded project 	HCOC App (29)	Up to 3 points.	3
MAXIMUM POINTS OUT OF 100 FOR ALL PROJECT TYPES				POINTS / 100 MAXIMUM



Heartland Continuum of Care
1E-2a. Scored Forms for One
Project

HCoC Rating and Ranking Scoring Tool for MERCY Communities Projects.....2

HUD FY24 HCOC NOFO
Renewal Project Scoring Tool

1. THRESHOLD FACTORS

M.E.R.C.Y. Communities Permanent Supportive Housing for Families

M.E.R.C.Y. Communities Permanent Supportive Housing for Families 2

M.E.R.C.Y. Communities Chronically Homeless Families

MERCY RRH

NAME	DESCRIPTION	STATUS	SCORE				
Policies Remain Compliant	All of the renewal project's relevant policies and procedures were examined as part of a previous year's review and rank process. The project should pass this threshold factor if it certifies that none of its policies have changed in ways that could impair its federal obligations, including: identifying and lowering its barriers to housing in line with a Housing First approach participating in coordinated entry entering data for all CoC-funded beds into HMIS (or comparable database for domestic violence services), maintaining adequate internal financial controls, record maintenance and management, and policies regarding termination of assistance, client appeals, ADA and fair housing requirements, and confidentiality. providing equal access and fair housing without regard to sexual orientation, gender identity, local residency status, or any other protected category only accepting new participants if they can be documented as eligible for this project's program type based on their housing and disability status	Pass/Fail		Pass	Pass	Pass	Pass
Coordinated Entry System Participation	The project fills 100% of beds through the Coordinated Entry System and follows CES policies. (2 qualified Coordinated Entry Assessors)	Pass/Fail		Pass	Pass	Pass	Pass
HMIS Implementation	The project is an active participant in the Homeless Management Information System (HMIS) or comparable database if a victim services provider.	Pass/Fail		Pass	Pass	Pass	Pass
Match	The matching funds for the project meet HUD's standards as described in the CoC Interim Rule and requirements in Notice of Funding.	Pass/Fail		Pass	Pass	Pass	Pass
2. COMPLIANCE (15 PTS)							
NAME	DESCRIPTION	SOURCES	SCORE				

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HUD FY24 HCOC NOFO Renewal Project Scoring Tool					M.E.R.C.Y. Communities Permanent Supportive Housing for Families	M.E.R.C.Y. Communities Permanent Supportive Housing for Families 2	M.E.R.C.Y. Communities Chronically Homeless Families	MERCY RRH
Audit Findings	Award 5 points if: the project was audited, but there were no sustained or final negative findings relating to housing quality or financial mismanagement. Award 3 points if: the project received negative audit findings, but the project adequately explains how the findings are being addressed.	All HUD or financial audits from last 2 years. HCOC App (5)	Up to 5 points.		5	5	5	5
Coordinated Entry	Award 0 points if: the project's audits revealed negative findings that have not been corrected. Award 5 points if the project reported 100% of its bed openings and filled those openings from the Coordinated Entry System.	HCOC App (6) HMIS CES data	5 points.		5	5	5	5
Accurate Data	The fraction of data points that are recorded as missing, don't know, client refused to answer, and/or unable to calculate. Lower percentages are better.	APR Q6a	< 5% error = 3 5% - 10% error = 2 10% - 15% error = 1		3	3	3	3
Timely Data	The average length of time between when a client enters or exits the project, and when the project records the entry or exit in HMIS. Note that APRs only record the approximate time range for each client, e.g., "1 to 3 Days delay."	APR Q6e	≤ 6 days = 2 7 days -10 days = 1 > 10 days = 0		0	2	2	0
3. COMMUNITY (20 PTS)								
NAME	DESCRIPTION	SOURCES	SCORE					
Participation in CoC Activities	Award points for the agency's attendance, participation, and leadership at CoC events, meetings, committees, forums, and projects, with a focus on activities that took place since the last CoC Competition. Full points will be awarded if the agency meaningfully participated in at least 4 voluntary events over the course of the year, or if the agency led at least 1 successful event, training, or initiative over the course of the year.	HCOC App (7)	4 points.		4	4	4	4
Voluntary Reallocation	Award 4 points if the agency voluntarily reallocated any HUD CoC Program funds in the previous two competitions.	GIW HCOC App (8)	4 points.		0	0	0	0

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HUD FY24 HCOC NOFO Renewal Project Scoring Tool					M.E.R.C.Y. Communities Permanent Supportive Housing for Families	M.E.R.C.Y. Communities Permanent Supportive Housing for Families 2	M.E.R.C.Y. Communities Chronically Homeless Families	MERCY RRH
Incorporating Lived Experience **add in the last 12 months"	Award 4 points if the agency engages homeless and formerly homeless clients in program design and policy making by including them on its board of directors or staff, by having a consumer advisory board that meets regularly, by administering consumer satisfaction surveys, and/or by convening client focus groups.	HCoc App (9)	4 points		4	4	4	4
Racial Equity * refocus slightly, Coordinated Entry, how are you helping increase access?	Award 4 points if agencies have demonstrated that they have analyzed their project and data to identify barriers to participation (e.g. lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has a plan to eliminate identified barriers.	HCoc App (10)	4 points		4	4	4	4
Local Competition Deadlines	Award 4 points if the project met all local competition deadlines, including deadlines for turning in supporting documents and attachments. Award no points if any portion of the local application was turned in late. If any portion of the local application was turned in more than 72 hours late, award no points, and, at your discretion, you may choose to exclude the project from the competition entirely.	HCoc Application	4 points		4	4	4	4
4. HOUSING PERFORMANCE (12 PTS)								
NAME	DESCRIPTION	SOURCES	SCORE					
PERMANENT SUPPORTIVE HOUSING								

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HUD FY24 HCOC NOFO Renewal Project Scoring Tool				M.E.R.C.Y. Communities Permanent Supportive Housing for Families	M.E.R.C.Y. Communities Permanent Supportive Housing for Families 2	M.E.R.C.Y. Communities Chronically Homeless Families	MERCY RRH
Housing Retention (SPM 7)	Count each person who either remained in the project at the end of the measurement period or exited to permanent housing. These are the successes. Then, count the total number of people who participated in the project during the measurement period, excluding people who passed away or who exited to foster care*, nursing homes, or non- psychiatric hospitals or inpatient medical facilities.	APR Q5 APR Q23	≥ 95% = 10 90% - 94.9% = 8 85% - 89.9% = 4 80% - 84.9% = 2 <80% = 0	10	10	10	
Length of Time between Project Start Date and Housing Move-in Date (SPM 1)	The average (mean) period of time between when a client is enrolled in a program and when the client physically enters long-term housing (e.g. an apartment). This measure ignores clients who have not yet entered housing and/or who have left the program without being housed; such clients are counted neither in the numerator nor the denominator.	APR 22c	≤ 30 days = 2 30-60 days = 1 > 60 days = 0	2	2	1	
RAPID RE-HOUSING							
Length of Time between Project Start Date and Housing Move-in Date (SPM 1)	The average (mean) period of time between when a client is enrolled in a program and when the client physically enters long-term housing (e.g. an apartment). This measure ignores clients who have not yet entered housing and/or who have left the program without being housed; such clients are counted neither in the numerator nor the denominator.	APR Q22c	≤ 30 days = 4 30-60 days = 3 > 60 days = 0				3
** Add for future: if we have no APR data, we revert to the last APR data for project on question							
Rate of Entry into Suitable Housing	The percentage of clients in the program who successfully entered some type of private or semi- private housing (e.g. an apartment). Clients who have left the program without being housed are treated as negative outcomes. The measure ignores clients who have not yet entered housing- such clients are counted neither in the numerator nor the denominator. * The HCOC identifies this metric as a significant component in improving the safety of survivors of domestic violence, dating violence, and/or stalking.	APR Q22c	≥ 80 % = 4 70 - 79.9% = 3 60 - 69.9% = 2 50 - 59.9% = 1 < 50 % = 0				4
***Review consolidating this and next question							

HUD FY24 HCOC NOFO Renewal Project Scoring Tool

5. SYSTEM PERFORMANCE (26 PTS)	NAME	SOURCES	SCORE	M.E.R.C.Y. Communities Permanent Supportive Housing for Families	M.E.R.C.Y. Communities Permanent Supportive Housing for Families 2	M.E.R.C.Y. Communities Chronically Homeless Families	MERCY RRH
Rate of Exit to Permanent Housing (SPM 7)	Count the number of people who exited from the program to permanent housing during the measurement period, not including people who died. These are the successes.	APR Q5 APR Q23	≥ 85% = 4 80% - 84.9% = 3 75% - 79.9% = 2 70% - 74.9% = 1 < 70% = 0				4
TRANSITIONAL HOUSING (TH)	* The HCOC identifies this metric as a significant component in improving safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or trafficking. Divide the number of relevant successes by the number of living leavers and apply the scale to the right.						
Rate of Exit to Permanent Housing (SPM 7)	Count the number of people who exited from the program to permanent housing during the measurement period, not including people who died. These are the successes.	APR Q5 APR Q23	≥ 85% = 12 80% - 84.9% = 8 75% - 79.9% = 4 70% - 74.9% = 2 < 70% = 0				
	Then, count the number of people who left the project during the measurement period, excluding people who passed away or who exited to foster care*, nursing homes, or non-psychiatric hospitals or inpatient medical facilities.						
	Divide the number of relevant successes by the number of living leavers and apply the scale to the						

HUD FY24 HCOC NOFO Renewal Project Scoring Tool				M.E.R.C.Y. Communities Permanent Supportive Housing for Families	M.E.R.C.Y. Communities Permanent Supportive Housing for Families 2	M.E.R.C.Y. Communities Chronically Homeless Families	MERCY RRH
Cash Income (SPM 4)	Divide the number of successes by the number of relevant participants, and apply points according to the scale to the right.	APR Q5 APR Q16	≥ 95% = 5 90% - 94.9% = 4 80% - 89.9% = 2 < 80% = 0	0	5	2	5
Increased Income (SPM 4)	Divide the number of successes by the number of relevant participants at start and at time of latest annual assessment including leavers). Apply points according to the scale to the right. * The HCOC identifies this metric as a significant component in improving safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or trafficking.	APR Q5 APR Q19a1 APR Q19a2	≥ 95% = 5 90% - 94.9% = 4 80% - 89.9% = 2 < 80% = 0	0	0	0	5
Health Insurance	Count each participant who had at least one form of health insurance at exit or at a timely annual follow-up interview. These are the successes. Divide the number of successes by the number of living participants (minus the number of stayers not yet due for an annual assessment) and apply the scale to the right.	APR Q5 APR Q21	≥ 90% = 5 80% - 89.9% = 3 < 80% = 0	5	5	5	5
Other Mainstream Benefits (SPM 4)	Count each adult who had any non-cash, non-health care benefits at exit or at a timely annual follow-up interview. These are the successes. Divide the number of successes by the number of living adults (minus the number of adult stayers not yet due for an annual assessment) and apply the scale to the right.	APR Q5 APR Q20b	≥ 75% = 8 < 75% = 0	8	8	8	8
6. FULL UTILIZATION (15 PTS)							
NAME	DESCRIPTION	SOURCES	SCORE				

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HUD FY24 HCOC NOFO Renewal Project Scoring Tool				M.E.R.C.Y. Communities Permanent Supportive Housing for Families	M.E.R.C.Y. Communities Permanent Supportive Housing for Families 2	M.E.R.C.Y. Chronically Homeless Families	MERCY RRH
Bed Utilization	Count the average number of people enrolled in the project on the last Wednesday of each quarter, and divide it by the number of beds promised in e-snaps to get the bed utilization rate.	APR Q7b Previous E-snaps App	≥ 90% = 8 80% - 89.9% = 6 70% - 79.9% = 4 60% - 69.9% = 2 < 60% = 0	8	8	8	8
Grant Spenddown	Award points based on the scale on the right. Divide the amount of money drawn down from e-LOCCs during the project's most recently completed contract, by the amount of CoC funding shown for that project on the corresponding GIW. Award points based on the scale on the right.	Most recent HUD spending report / eLOCCS GIW HCoC Application e-LOCCS HCoC Application	≥ 95% = 5 85% - 94.9% = 3 75% - 84.9% = 2 65% - 74.9% = 1 < 65% = 0	5	5	5	5
Quarterly Drawdowns	Award points if the program successfully drew down from e-LOCCs at least once during each and every quarter of the competition period.	e-LOCCS Application	At least quarterly = 2 At least twice = 1 Less Often = 0	2	2	2	2
7. PRIORITIZATION (12 points)							
NAME	DESCRIPTION	SOURCES	SCORE				
Housing First	Award up to 8 points, 1 point for each box checked for Housing First on the HCOC Application. If all boxes are checked, award 8 points.	HCoC App (16)	Up to 8 points.	8	8	8	8
Severity of Needs	Award up to 2 points if 50.0% or more of the project's clients are people with severe needs and the project has a plan in place to meet specific needs and vulnerabilities, including: low or no income, current or past substance use, a history of victimization such as domestic violence or sexual assault, criminal histories, and chronic homelessness.	APR Q 5 Q13a2	Up to 2 points.	2	2	2	0
Fair Housing	Award 2 points if the project affirmatively markets housing and supportive services to eligible persons regardless of race, color, national origin, limited English proficiency, religion, sex, gender identity, sexual orientation, age, familial status, and/or disability to engage people who are least likely to apply in the absence of special outreach.	HCoC App (19)	2 points.	2	2	2	2

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HUD FY24 HCOC NOFO Renewal Project Scoring Tool					M.E.R.C.Y. Communities Permanent Supportive Housing for Families	M.E.R.C.Y. Communities Permanent Supportive Housing for Families 2	M.E.R.C.Y. Communities Chronically Homeless Families	MERCY RRH
					81	88	84	88

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Heartland Continuum of Care
1E-5. Notification of Projects
Rejected-Reduced

The Heartland Continuum of Care did not reject or reduce any projects submitted for funding through our local competition.



Heartland Continuum of Care
1E-5a. Notification of Projects
Accepted

HCoC Notification of MERCY Communities Project Acceptance.....2
HCoC Notification of Helping Hands Project Acceptance.....3
HCoC Notification of Youth Service Bureau Project Acceptance.....4
HCoC Notification of Fifth Street Renaissance Project Acceptance.....5

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HUD CoC Project Acceptance and Final Ranked List


Josh Sabo <josh@heartlandhoused.org> 3:30 PM (0 minutes ago) ☆ ↶ ⋮
to Amy ▾

Hi Amy, the Heartland Continuum of Care's HUD Competition Rating and Ranking process has concluded. All project applications MERCY submitted have been accepted and included in the HCoC's Final Ranked list without any reduction in funding. The final list is attached.

As you complete project applications in e-snaps, please let me know if I can be of further assistance.

Thanks, Josh Sabo

--
Josh Sabo (he/him)
Heartland HOUSED Executive Director
217 E Monroe St, Ste 204 Springfield, IL 62701
217-801-9033
heartlandhoused.org



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- Right sidebar: 1 of 11,447, icons for print, share, star, reply, etc.

Email content:

HUD CoC Project Acceptance and Final Ranked List


Josh Sabo <josh@heartlandhoused.org> 3:32 PM (0 minutes ago) to Patti

Hi Patti, the Heartland Continuum of Care's HUD Competition Rating and Ranking process has concluded. All project applications Helping Hands of Springfield submitted have been accepted and included in the HCoC's Final Ranked list without any reduction in funding. The final list is attached.

As you complete project applications in e-snaps, please let me know if I can be of further assistance.

Thanks, Josh Sabo

—
Josh Sabo (he/him)
Heartland HOUSED Executive Director
217 E Monroe St, Ste 204 Springfield, IL 62701
217-801-9033
heartlandhoused.org



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HUD CoC Project Acceptance and Final Ranked List


Josh Sabo <josh@heartlandhoused.org> 3:34 PM (0 minutes ago) to Katina

Hi Katina, the Heartland Continuum of Care's HUD Competition Rating and Ranking process has concluded. All project applications Youth Service Bureau submitted have been accepted and included in the HCoC's Final Ranked list without any reduction in funding. The final list is attached.

As you complete project applications in e-snaps, please let me know if I can be of further assistance.

Thanks, Josh Sabo

Josh Sabo (he/him)
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217 E Monroe St, Ste 204 Springfield, IL 62701
217-801-9033
heartlandhoused.org



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HUD CoC Project Acceptance and Final Ranked List


Josh Sabo <josh@heartlandhoused.org> 3:33 PM (0 minutes ago) to Penny

Hi Penny, the Heartland Continuum of Care's HUD Competition Rating and Ranking process has concluded. All project applications Fifth Street Renaissance submitted have been accepted and included in the HCoC's Final Ranked list without any reduction in funding. The final list is attached.

As you complete project applications in e-snaps, please let me know if I can be of further assistance.

Thanks, Josh Sabo

—
Josh Sabo (he/him)
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 - System Support Admini...
 - Housing Helpline Applica...
 - Housing Problem Solving
 - Notes



Heartland Continuum of Care
1E-5b. Local Competition
Scoring Results

Local Competition Selection Results.....2

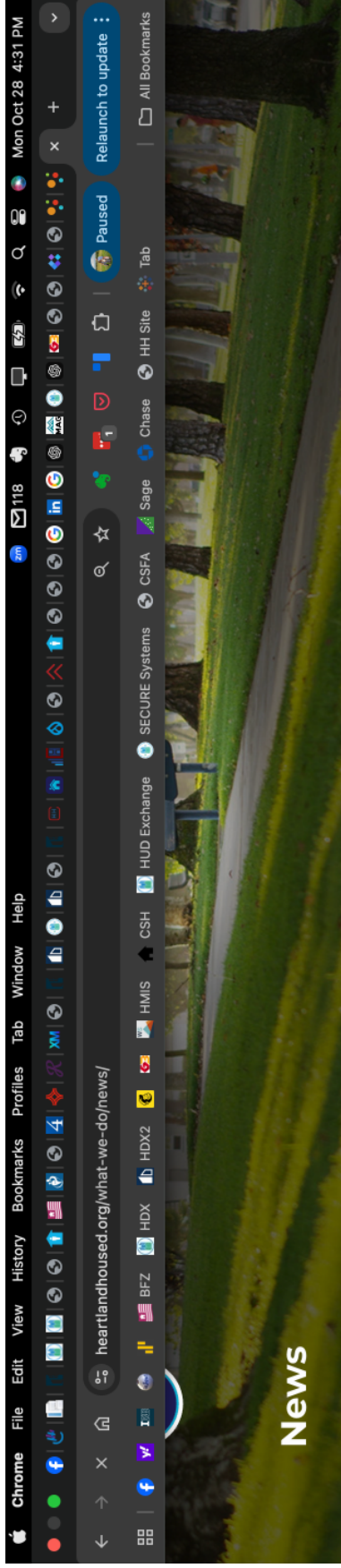
FY 2024 HUD HCoC Local Competition Selection Results						
	Tier 1 Funding	\$439,322				
	Tier 2 Funding	\$103,307	CoC Bonus		\$54,493	
	DV Bonus	\$129,134	CoC Planning		\$50,000	
	Estimated ARD	\$488,136				
Project Rank	Recommended Ranked List	Project Name	Project Score	Funding Amount Requested from HUD	Project Status	Reallocated Funds
TIER 1						
1	M.E.R.C.Y. Communities Inc	M.E.R.C.Y. Communities Permanent Supportive Housing for Families 2	88	\$23,272	Accepted with Full Funding	\$0
2	M.E.R.C.Y. Communities Inc	M.E.R.C.Y. Communities Rapid Re-Housing for Families	88	\$57,176	Accepted with Full Funding	\$0
3	M.E.R.C.Y. Communities Inc	M.E.R.C.Y. Communities Chronically Homeless Families	84	\$46,329	Accepted with Full Funding	\$0
4	M.E.R.C.Y. Communities Inc	M.E.R.C.Y. Communities Permanent Supportive Housing for Families	81	\$107,167	Accepted with Full Funding	\$0
5	Helping Hands of Springfield, Inc.	Helping Hands of Springfield Renewal FY2023	Not Scored	\$182,119	Accepted with Full Funding	\$0
6	Youth Service Bureau	Families Headed by Youth ages 24 and under	78	\$23,159	Accepted with Full Funding	\$0
TIER 2						
6	Youth Service Bureau	Families Headed by Youth ages 24 and under	78	\$4,946	Accepted with Full Funding	\$0
7	Renaissance	Fifth Street Renaissance PSH6	69	\$43,968	Accepted with Full Funding	\$0
8	M.E.R.C.Y. Communities Inc	Permanent Supportive Housing for Families Expansion	88	\$54,493	Accepted with Full Funding	\$0
9	M.E.R.C.Y. Communities Inc	M.E.R.C.Y. Communities Rapid Re-Housing for DV Survivors	80	\$129,134	Accepted with Full Funding	\$0
				\$232,541	Tier 2 Total	
10	HUD Planning Grant	Heartland HOUSED CoC Staff Support	Not Scored	\$50,000	Accepted with Full Funding	\$0
				\$721,763	Total HUD Request	

* All projects were accepted in this year's competition, no projects were rejected or reduced.



Heartland Continuum of Care
1E-5c. Web Posting
CoC-Approved Consolidated
Application

Screenshot of HCoC Posting of CoC-Approved Consolidated Application on News Page.....2
Screenshot of HCoC Posting of CoC-Approved Consolidated Application.....3



What We Do / News

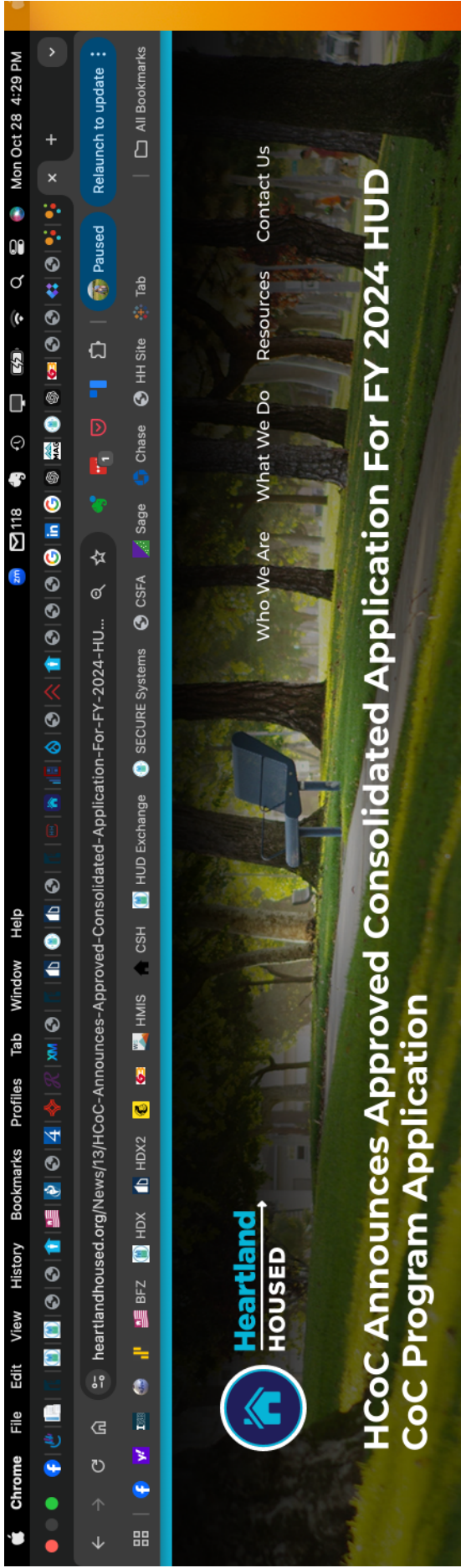
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HCoC Announces Approved Consolidated Application For FY 2024 HUD CoC Program Application

10/28/2024

Review the approved consolidated application and the approved priority listings for reallocation forms and all new, renewal, and replacement project listings.

[Read more](#)



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10/28/2024

Review the approved **consolidated application** and the **approved priority listings** for reallocation forms and all new, renewal, and replacement project listings.

For any comments or questions about the approved application, please email josh@heartlandhoused.org



Heartland Continuum of Care
1E-5d. Notification of CoC-
Approved Consolidated
Application

Email notification of CoC-Approved Consolidated Application to Stakeholders.....2
Screenshot with System Generated Timestamp.....5



Josh Sabo <josh@heartlandhoused.org>

Heartland Continuum of Care HUD Collaborative Application and Priority Listings

Josh Sabo <josh@heartlandhoused.org>

Mon, Oct 28, 2024 at 4:41 PM

To: Angela Daugherty <Angela.Daugherty@sangamonil.gov>, Chriss Wilson <chriss@miniobeirne.org>, Erinforward8@gmail.com, ellenw.soul@yahoo.com, transition4hope@gmail.com, msnowden@roe26.net, stephanied@wschurch.org, caleb@innercitymission.net, Lauraandcharlotte@yahoo.com, armstrongmustafafs@gmail.com, David Esposito <d.esposito@shpa-il.org>, Brooke.fetty@yahoo.com, schwartz.cathy@outlook.com, joe.oneill8052@gmail.com, krenfro@fgcinc.org, Dwillis12058@outlook.com, Angela Berton <sojdirector@gmail.com>, Reilly Tebrugge <sojprevention@gmail.com>, juliarozierMD@gmail.com, v.schmidt55@outlook.com, jbonds48@siumed.edu, Tammy Small <small@roe51.org>, jackie.jones109@icloud.com, Bruntjen.Rita@mhsil.com, Ricky Reese <rickyreese64@gmail.com>, Brian Wojcicki <bwojcicki@ilcapitolgroup.com>, Patsy Quinn <paqspringfield@gmail.com>, mckinney6467@gmail.com, Stacy Reed <reed@cfl.org>, Carlee Bronkema <carlee.bronkema@wandtv.com>, rachel.blomer@lincolnlbrary.info, April Harrison 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Hi everyone, each year the Heartland Continuum of Care completes a collaborative application to capture the great work happening across our community to address homelessness.

I've attached a copy of the HCoC Board approved Consolidated Application and the Approved Priority Listings for reallocation forms and all new, renewal, and replacement project listings.

For any comments or questions about the approved application, please email josh@heartlandhoused.org

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2 attachments

 **FY24CoCCollaborativeApplication.pdf**
3447K

 **IL513HUDPriorityListings.pdf**
73K

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Heartland Continuum of Care HUD Collaborative Application and Priority Listings

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I've attached a copy of the HCoC Board approved Consolidated Application and the Approved Priority Listings for reallocation forms and all new, renewal, and replacement project listings.

For any comments or questions about the approved application, please email josh@heartlandhoused.org

Josh Sabo (he/him)
Heartland HOUSED Executive Director
217 E Monroe St, Ste 204 Springfield, IL 62701
217-801-9033
heartlandhoused.org



- 2 attachments
- FY24CoCCollaborativeApplication.pdf
3447K
- IL513HUDPriorityListings.pdf
73K



Heartland Continuum of Care
2A-6. HUD's HDX
Competition Report

HUD's HDX Competition Report for HCoC.....2

2024 HDX Competition Report

This workbook contains summary information about your CoC's data as it was entered into HDX 1.0 and HDX 2.0 for your use as part of the 2024 Competition.

To Print this Workbook:

This document has been configured as printable with preset print areas of relevant sections. To print it, go to "File", then "Print", then select "Print Entire Workbook" or "Print Active Sheets" depending on your needs.

To Save This Workbook as a PDF:

Click the "File" Tab, then click "Save As" or "Save a Copy", then click "Browse" or "More Options" then select "PDF", click "Options", select "Entire Workbook", press "OK", and click "Save". These instructions may change depending on your version of Microsoft Excel.

On Accessibility, Navigability, and Printability:

This workbook attempts to maximize accessibility, navigability, printability, and ease of use. Merged cells have been avoided. All tables and text boxes have been given names. Extraneous rows and columns outside printed ranges have been hidden. Formulas may include references to hidden rows and columns or data tables. For ease of use, these referenced sources have been hidden but can be unhidden by any user at any time. Raw data sources contained in this workbook are named according to the module and fiscal year from which they originate - e.g. "HIC_2024" is the Housing Inventory Count raw data from Fiscal Year 2024.

For Questions:

If you have questions, please reach out to HUD via the "Ask a Question" page, <https://www.hudexchange.info/program-support/my-question/> and choose "HDX" as the topic.

V 2024.42.1

2024 HDX Competition Report

2024 Competition Report - Summary

IL-513 - Springfield/Sangamon County CoC

HDX Data Submission Participation Information

Government FY and HDX Module Abbreviation	Met Module Deadline*	Data From	Data Collection Period in HDX 2.0
2023 LSA	Yes	Government FY 2023 (10/1/22 - 9/30/23).	November 2023 to January of 2024
2023 SPM	Yes	Government FY 2023 (10/1/22 - 9/30/23).**	February 2024 to March 2024
2024 HIC	Yes	Government FY 2024. Exact HIC and PIT dates will vary by CoC. For most CoCs, it will be last Wednesday in January of 2024.	March 2024 to May 2024
2024 PIT	Yes	Government FY 2024. Exact HIC and PIT dates will vary by CoC. For most CoCs, it will be last Wednesday in January of 2024.	March 2024 to May 2024

1) FY = Fiscal Year

2) *This considers all extensions where they were provided.

2) **"Met Deadline" in this context refers to FY23 SPM submissions. Resubmissions from FY 2022 (10/1/21 - 9/30/22) were also accepted during the data collection period, but these previous year's submissions are voluntarily and are not required.

2024 HDX Competition Report

2024 Competition Report - LSA Summary & Usability Status

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

LSA Usability Status 2023

Category	ESTAO	ESTAC	ESTCO	RRH AO	RRHAC	RRHCO	PSH AO	PSHAC	PSHCO
Fully Usable	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Partially Usable									
Not Usable									

EST

Category	2021	2022	2023
Total Sheltered Count	801	1,175	1,269
AO	626	920	983
AC	165	231	289
CO	11	28	1

RRH

Category	2021	2022	2023
Total Sheltered Count	42	118	110
AO	34	85	56
AC	6	33	54
CO	0	0	0

2024 HDX Competition Report

2024 Competition Report - LSA Summary & Usability Status

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

PSH

Category	2021	2022	2023
Total Sheltered Count	109	128	128
AO	45	44	52
AC	64	84	76
CO	0	0	0

- 1) Glossary: EST = Emergency Shelter, Save Haven, & Transitional Housing; RRH = Rapid Re-housing; PSH = Permanent Supportive Housing; AO = Persons in Households without Children; AC = Persons in Households with at least one Adult and one Child; CO=Persons in Households with only Children
- 2) Because people have multiple stays in shelter over the course of a year and stay in different household configurations, a single person can be counted in more than one household type. Therefore, the sum of the number of people by household type may be greater than the unique count of people.
- 3) Total Sheltered count only includes those served in HMIS participating projects reported by your CoC.
- 4) For CoCs that experienced mergers during any of these reporting periods, historical data will include only the original CoCs.

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

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 the look back stop date or client's date of birth, whichever is later.

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

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

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

Metric	Universe (Persons)	Average LOT Homeless (bed nights)	Median LOT Homeless (bed nights)
1.1. Persons in ES-EE, ES-NbN, and SH	1,071	52.5	21.0
1.2. Persons in ES-EE, ES-NbN, SH, and TH	1,282	96.1	38.0

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

b. This measure is based on data element 3.917

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.

Metric	Universe (Persons)	Average LOT Homeless (bed nights)	Median LOT Homeless (bed nights)
1.1 Persons in ES-EE, ES-NbN, SH, and PH (prior to "housing move in")	1,099	570.0	117.0
1.2 Persons in ES-EE, ES-NbN, SH, TH, and PH (prior to "housing move in")	1,301	562.1	156.0

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 2: Returns to Homelessness for Persons who Exit to Permanent Housing (PH) Destinations

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.

Metric	Count	Count	% of Returns	Count	% of Returns ⁴	Count	% of Returns ⁶	Count	% of Returns ⁸
	Total # of Persons Exited to a PH Destination (2 Yrs Prior)	Returns to Homelessness in Less than 6 Months (0 - 180 days)		Returns to Homelessness from 6 to 12 Months (181 - 365 days)		Returns to Homelessness from 13 to 24 Months (366 - 730 days)		Number of Returns in 2 Years	
Exit was from SO	4	0	0.0%	0	0.0%	1	25.0%	1	25.0%
Exit was from ES	98	20	20.4%	9	9.2%	10	10.2%	39	39.8%
Exit was from TH	77	3	3.9%	5	6.5%	1	1.3%	9	11.7%
Exit was from SH	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Exit was from PH	45	2	4.4%	0	0.0%	1	2.2%	3	6.7%
TOTAL Returns to Homelessness	224	25	11.2%	14	6.3%	13	5.8%	52	23.2%

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 3: Number of Homeless Persons

Metric 3.1 - Change in PIT Counts

Please refer to PIT section for relevant data.

Metric 3.2 - Change in Annual Counts

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

Metric	Value
Universe: Unduplicated Total sheltered homeless persons	1,307
Emergency Shelter Total	1,094
Safe Haven Total	0
Transitional Housing Total	319

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC
FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

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

This measure is divided into six tables capturing employment and non-employment income changes for system leavers and stayers.

The project types reported in these metrics are the same for each metric, but the type of income and universe of clients differs. In addition, the projects reported within these tables are limited to CoC-funded projects.

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

Metric	Value
Universe: Number of adults (system stayers)	47
Number of adults with increased earned income	5
Percentage of adults who increased earned income	10.6%

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC
FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

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

Metric	Value
Universe: Number of adults (system stayers)	47
Number of adults with increased non-employment cash income	13
Percentage of adults who increased non-employment cash income	27.7%

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

Metric	Value
Universe: Number of adults (system stayers)	47
Number of adults with increased total income	18
Percentage of adults who increased total income	38.3%

Metric 4.4 - Change in earned income for adult system leavers

Metric	Value
Universe: Number of adults who exited (system leavers)	21
Number of adults who exited with increased earned income	7
Percentage of adults who increased earned income	33.3%

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

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

Metric	Value
Universe: Number of adults who exited (system leavers)	21
Number of adults who exited with increased non-employment cash income	4
Percentage of adults who increased non-employment cash income	19.1%

Metric 4.6 - Change in total income for adult system leavers

Metric	Value
Universe: Number of adults who exited (system leavers)	21
Number of adults who exited with increased total income	10
Percentage of adults who increased total income	47.6%

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 5: Number of Persons who Become Homeless for the First Time

This measures the number of people entering the homeless system through ES, SH, or TH (Metric 5.1) or ES, SH, TH, or PH (Metric 5.2) and determines whether they have any prior enrollments in the HMIS over the past two years. Those with no prior enrollments are considered to be experiencing homelessness for the first time.

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

Metric	Value
Universe: Person with entries into ES-EE, ES-NBN, SH or TH during the reporting period.	1,195
Of persons above, count those who were in ES-EE, ES-NBN, SH, TH or any PH within 24 months prior to their entry during the reporting year.	357
Of persons above, count those who did not have entries in ES-EE, ES-NBN, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	838

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

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

Metric	Value
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	1,241
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.	371
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.)	870

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC
FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

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

Measure 6 is not applicable to CoCs in this reporting period.

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

This measures positive movement out of the homeless system and is divided into three tables: movement off the streets from Street Outreach (Metric 7a.1); movement into permanent housing situations from ES, SH, TH, and RRH (Metric 7b.1); and retention or exits to permanent housing situations from PH (other than PH-RRH).

Metric 7a.1 - Change in SO exits to temp. destinations, some institutional destinations, and permanent housing destinations

Metric	Value
Universe: Persons who exit Street Outreach	9
Of persons above, those who exited to temporary & some institutional destinations	0
Of the persons above, those who exited to permanent housing destinations	5
% Successful exits	55.6%

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC
FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Metric 7b.1 – Change in ES, SH, TH, and PH-RRH exits to permanent housing destinations

Metric	Value
Universe: Persons in ES-EE, ES-NbN, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	1,018
Of the persons above, those who exited to permanent housing destinations	216
% Successful exits	21.2%

Metric 7b.2 – Change in PH exits to permanent housing destinations or retention of permanent housing

Metric	Value
Universe: Persons in all PH projects except PH-RRH who exited after moving into housing, or who moved into housing and remained in the PH project	118
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	117
% Successful exits/retention	99.2%

2024 HDX Competition Report

2024 Competition Report - SPM Data

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

System Performance Measures Data Quality

Data coverage and quality will allow HUD to better interpret your SPM submissions.

Metric	ALLES, SH	ALLTH	AllPSH, OPH	AllRRH	AllStreet Outreach
Unduplicated Persons Served (HMIS)	1,119	319	126	127	30
Total Leavers (HMIS)	1,002	196	22	76	10
Destination of Don't Know, Refused, or Missing (HMIS)	166	11	0	1	0
Destination Error Rate (Calculated)	16.6%	5.6%	0.0%	1.3%	0.0%

2024 HDX Competition Report

2024 Competition Report - SPM Notes

IL-513 - Springfield/Sangamon County CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Notes For Each SPM Measure

Note: Cells may need to be resized to accommodate notes with lots of text.

Measure	Notes
Measure 1	No notes.
Measure 2	No notes.
Measure 3	No notes.
Measure 4	No notes.
Measure 5	No notes.
Measure 6	No Notes. Measure 6 was not applicable to CoCs in this reporting period.
Measure 7	No notes.
Data Quality	No notes.

2024 HDX Competition Report

2024 Competition Report - HIC Summary

IL-513 - Springfield/Sangamon County CoC

For HIC conducted in January/February of 2024

HMIS Bed Coverage Rates

Project Type	Total Year- Round, Current Beds	Total Year- Round, Current Beds in HMIS or Comparable Database	Total Year- Round, Current, Non-VSP Beds	Removed From Denominator: OPH EHV ¹ Beds or Beds Affected by Natural Disaster*	Adjusted Total Year-Round, Current, Non- VSP Beds	Adjusted HMIS Bed Coverage Rate for Year- Round, Current Beds
ES	307	285	285	0	285	100.0%
SH	0	0	0	0	0	NA
TH	133	133	133	0	133	100.0%
RRH	68	64	68	0	68	94.1%
PSH	208	146	208	0	208	70.2%
OPH	55	0	55	55	0	NA
Total	771	628	749	55	694	90.5%

2024 HDX Competition Report

2024 Competition Report -

IL-513 - Springfield/Sangamon (

For HIC conducted in January/Fe

HMIS Bed Coverage Rates

Project Type	Total Year- Round, Current Beds	Total Year- Round, Current, VSP Beds in an HMIS- Comparable Database	Total Year- Round, Current, VSP Beds	Removed From Denominator: OPH EHV ¹ Beds or Beds Affected by Natural Disaster**	Adjusted Total Year-Round Current, VSP Beds	HMIS Comparable Bed Coverage Rate for VSP Beds
ES	307	22	22	0	22	100.00%
SH	0	0	0	0	0	NA
TH	133	0	0	0	0	NA
RRH	68	0	0	0	0	NA
PSH	208	0	0	0	0	NA
OPH	55	0	0	0	0	NA
Total	771	22	22	0	22	100.00%

2024 HDX Competition Report

2024 Competition Report -

IL-513 - Springfield/Sangamon (

For HIC conducted in January/F

HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Year-Round, Current, HMIS Beds and VSP Beds in an HMIS-Comparable Database	Adjusted Total Year-Round, Current, Non-VSP and VSP Beds	HMIS and Comparable Database Coverage Rate
ES	307	307	307	100.00%
SH	0	0	0	NA
TH	133	133	133	100.00%
RRH	68	64	68	94.12%
PSH	208	146	208	70.19%
OPH	55	0	0	NA
Total	771	650	716	90.78%

2024 HDX Competition Report

2024 Competition Report - HIC Summary

IL-513 - Springfield/Sangamon County CoC

For HIC conducted in January/February of 2024

Rapid Re-housing Beds Dedicated to All Persons

Metric	2020	2021	2022	2023	2024
RRH beds available to serve all pops. on the HIC	24	37	45	52	68

- 1) t EHV = Emergency Housing Voucher
- 2) *This column includes Current, Year-Round, Natural Disaster beds not associated with a VSP that are not HMIS-participating. For OPH Beds, this includes beds that are Current, Non-HMIS, and EHV-funded.
- 3) **This column includes Current, Year-Round, Natural Disaster beds associated with a VSP that are not HMIS-participating or HMIS-comparable database participating. For OPH Beds, this includes beds that are Current, VSP, Non-HMIS, and EHV-funded.
- 4) Data included in these tables reflect what was entered into HDX 2.0.
- 5) In the HIC, "Year-Round Beds" is the sum of "Beds HH w/o Children", "Beds HH w/Children", and "Beds HH w/ only Children". This does not include Overflow ("OV Beds") or Seasonal Beds ("Total Seasonal Beds").
- 6) In the HIC, "Current" beds are beds with an "Inventory Type" of "C" and not beds that are Under Development ("Inventory Type" of "U").
- 7) For historical data: Aggregated data from CoCs that merged are not displayed if HIC data were created separately - that is, only data from the CoC into which the merge occurred are displayed. Additional reports can be requested via AAQ for any CoCs that have been subsumed into other CoCs.

2024 HDX Competition Report

2024 Competition Report - PIT Summary

IL-513 - Springfield/Sangamon County CoC

For PIT conducted in January/February of 2024

Submission Information

Date of PIT Count	Received HUD Waiver
2/26/24	Yes

Total Population PIT Count Data

Category	2019	2020	2021	2022	2023	2024
PIT Count Type	Sheltered and Unsheltered Count	Sheltered and Unsheltered Count	Sheltered and full unsheltered count	Sheltered and Unsheltered Count	Sheltered and Unsheltered Count	Sheltered and Unsheltered Count
Emergency Shelter Total	146	153	99	143	165	257
Safe Haven Total	0	0	0	0	0	0
Transitional Housing Total	113	98	61	95	121	105
Total Sheltered Count	259	251	160	238	286	362
Total Unsheltered Count	25	43	29	26	20	26
Total Sheltered and Unsheltered Count*	284	294	189	264	306	388

1) *Data included in this table reflect what was entered into HDX 1.0 and 2.0. This may differ from what was included in federal reports if the PIT count type was either sheltered only or partial unsheltered count.

2) Aggregated data from CoCs that merged is not displayed if PIT data were entered separately - that is, only data from the CoC into which the merge occurred are displayed. Additional reports can be requested via AAQ for any CoCs that have been subsumed into other CoCs.



Heartland Continuum of Care
3A-1a. Housing Leveraging
Commitments

HCoC Letter of Support for Housing Leverage.....2
HCoC Funding Narrative.....3
State of Illinois Contract with MERCY Communities for PSH.....5

October 28, 2024

MERCY Communities, Inc.
1544 N Fifth St
Springfield, IL, 62702



MERCY Communities FY 2024 HUD Housing Leverage Commitment

Dear Mrs. Voils,

The Heartland Continuum of Care (HCoC) recognizes and values the efforts of MERCY Communities to provide a variety of supportive housing programs to meet the needs of families experiencing homelessness in Springfield and Sangamon County, IL. The expansion of Permanent Supportive Housing and Rapid Rehousing opportunities has been recognized by the HCoC Board and the Heartland HOUSED Strategy Board as a crucial component of moving our community closer to reaching functional zero homelessness.

The HCoC Rating and Ranking Committee and the HCoC Board of Directors voted in support of the expansion of MERCY Communities HUD PSH programs for families on October 11, 2024, **including the new MERCY Communities Permanent Supportive Housing for Families Expansion Project.**

As a further commitment to ensure the ongoing expansion and availability of Permanent Supportive Housing for families, the HCoC commits to continuing its' allocation of a minimum of **\$23,750 for 1 unit of permanent supportive housing** to MERCY Communities to leverage State of Illinois Department of Human Services Continuum of Care program funding to support MERCY Communities' Permanent Supportive Housing Project for State of Illinois fiscal years 2026 and 2027 from July 1, 2025 through June 30, 2027 to cover the Permanent Supportive Housing for Families Expansion Project's period of performance from September 1, 2025 to August 31, 2026.

Thank you for the work you and your team do.

Sincerely,

A handwritten signature in black ink that reads "Josh Sabo". The signature is written in a cursive, flowing style.

Josh Sabo
Executive Director of Heartland HOUSED/ Heartland Continuum of Care
217 E Monroe St, Suite 204
Springfield, IL 62701

HCoC IDHS FY24 CoC GRANT PROGRAM

FUNDING NARRATIVE

The Heartland Continuum of Care (HCoC) received communication on June 6th, 2023 from IDHS stating that the HCoC allocation for the new IDHS State Fiscal Year 2024 Continuum of Care Program is \$741,858 for Rapid Rehousing (RRH), \$382,848 for Scattered Site Permanent Supportive Housing (PSH), and \$140,929 for Shelter Diversion for a total of \$1,265,635. On June 22nd, IDHS communicated that allocations from CoCs would be due on July, 10th. On June 23rd, HCoC released information on the grant, local competition deadlines, an informational webinar link, and the application Letter of Intent (LOI) through a General Membership email, Facebook post, and an update to the Heartland HOUSED website. An informational webinar was held via Zoom on June 26th and a link to the recording was sent out to the General Membership email list with an additional reminder of funding available.

The deadline for organizations to submit Letters of Intent was June 30th at 5 PM. A total of 9 LOIs were received; three for Rapid Rehousing requesting a total of \$632,500, three for Scattered Site Permanent Supportive Housing for a total of \$651,312, and three for Shelter Diversion for a total of \$218,600.

RAPID REHOUSING and PERMANENT SUPPORTIVE HOUSING PROJECTS

The Rating and Ranking committee included Tammy Small, Dave MacDonna, and Ricky Reese. The Committee reviewed Coordinated Entry data and the submitted LOIs to rate each application. RRH and PSH projects were rated on project strength based on organizations's capacity, number of households served and dollars spent per household, community need, and budget evaluation.

The three top rated RRH/PSH projects were recommended for full funding and the remaining three projects were cut and adjusted according to funding available and with attention given to project feasibility. The Rating and Ranking Committee makes the following recommendation for RRH and PSH project allocation and number of units created:

\$163,995 - 15 PSH units - Helping Hands of Springfield Permanent Supportive Housing

\$125,010 - 6 RRH units - MERCY Communities, Inc. 1-year Rapid Rehousing for Families Program

\$347,490 - 30 units - Helping Hands of Springfield Rapid Rehousing

\$150,000 - 10 units - Phoenix Center Rapid Rehousing

\$94,469 - 4 units - MERCY Communities, Inc. SHP for Families III

\$124,384 - 8 PSH units - Fifth Street Renaissance FSR CoC PSH

\$119,358 - 7 RRH units - Fifth Street Renaissance FSR CoC RRH

IDHS has mandated the creation of 15 units of PSH and 30 units of RRH with this funding. This allocation hopes to create 27 units of PSH and 53 units of RRH in the HCoC. Organizations seeking funding committed to threshold criteria of being a Coordinated Entry point with two trained Coordinated Entry assessors and consistent participation in the HCoC Supportive Housing Task Group. All referrals for these programs must come through Coordinated Entry and clients should be recorded in HMIS. Organizations are expected to provide reports to IDHS as mandated and to share those with Heartland HOUSED as well.

SHELTER DIVERSION PROJECTS

For Shelter Diversion LOIs, the Rating and Ranking Committee reviewed Point in Time data, Housing Inventory Count data, Coordinated Entry data, and project growth in number of shelter beds during FY 24 to rate project strength based on organization's capacity, population served, services offered, program budget with an emphasis on the balance of staffing and services, and number of shelter to beds to make the following recommendation:

\$70,929 - Helping Hands of Springfield Shelter Diversion

\$40,000 - Contact Ministries Shelter Diversion

\$30,000 - Phoenix Center Diversion Program

Shelter Diversion is a new program for the HCoC. A community wide policy to guide shelter diversion efforts is in progress and we anticipate all diversion projects participating in shaping the policy before seeking adoption by the HCoC Board of Directors. Diversion projects are expected to adhere to the policy once adopted. While three organizations are recommended for funding, the expectation is that Shelter Diversion be a collaborative effort and all organizations committed to meet the threshold requirement of consistent participation in the HCoC Emergency Shelter Task Group. Clients and services provided must be recorded in HMIS and a monthly report of number of clients served and services offered should be submitted to Heartland HOUSED. The emphasis on diversion efforts to the degree possible should be to train existing staff and utilize funding to provide services to eligible clients to help them avoid prolonged Emergency Shelter stays.

No projects were rejected. Three projects did not receive the full amount requested and one project that requested PSH funding was recommended to receive RRH and PSH funding. The following page reflects project requests and project recommendations:

GRANT AGREEMENT



**BETWEEN
THE STATE OF ILLINOIS, DEPARTMENT OF HUMAN SERVICES
AND**

MERCY COMMUNITIES INC

The parties to this Grant Agreement (Agreement) are the State of Illinois (State), acting through the undersigned agency (Grantor) and MERCY COMMUNITIES INC (Grantee)(collectively, the "Parties" and individually, a "Party"). The Agreement, consisting of the signature page, the parts listed below, and any additional exhibits or attachments referenced in this Agreement, constitute the entire agreement between the Parties. No promises, terms, or conditions not recited, incorporated or referenced herein, including prior agreements or oral discussions, are binding upon either Grantee or Grantor.

PART ONE – The Uniform Terms

Article I	Definitions
Article II	Award Information
Article III	Grantee Certifications and Representations
Article IV	Payment Requirements
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Article XIII	Termination; Suspension; Non-compliance
Article XIV	Subcontracts/Subawards
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Article XVII	Conflict of Interest
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Exhibit A	Project Description
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Exhibit C	Contact Information
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Exhibit F	Payment

PART TWO – Grantor-Specific Terms

PART THREE – Project-Specific Terms

The Parties or their duly authorized representatives hereby execute this Agreement.

DEPARTMENT OF HUMAN SERVICES

By: Dulce Quintero
signed by
Michael R. Martin Digitally signed by Dulce Quintero signed by Michael R. Martin
Date: 2024.07.11 15:32:32 -05'00'

Date: _____

Designee Name: _____

Designee Title: Contract Obligations Analyst

By: _____

Signature of Second Grantor Approver, if applicable

Date: _____

Printed Name: _____

Printed Title: _____

Second Grantor Approver

By: _____

Signature of Third Grantor Approver, if applicable

Date: _____

Printed Name: _____

Printed Title: _____

Third Grantor Approver

MERCY COMMUNITIES INC

By: Amy Voils
Signature of Authorized Representative

Date: 6/24/2024

Printed Name: Amy Voils

Printed Title: Executive Director

E-mail: amy@mercycommunities.org

FEIN: 371383599

By: _____

Date: _____

Printed Name: _____

Printed Title: _____

Second Grantee Approver
(optional at Grantee's discretion)

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

PART ONE – THE UNIFORM TERMS

**ARTICLE I
DEFINITIONS**

1.1. Definitions. Capitalized words and phrases used in this Agreement have the meanings stated in 2 CFR 200.1 unless otherwise stated below.

“Allowable Costs” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Award” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Budget” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Catalog of State Financial Assistance” or “CSFA” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Close-out Report” means a report from the Grantee allowing Grantor to determine whether all applicable administrative actions and required work have been completed, and therefore closeout actions can commence.

“Conflict of Interest” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Cooperative Research and Development Agreement” has the same meaning as in 15 USC 3710a.

“Direct Costs” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Financial Assistance” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“GATU” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Grant Agreement” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Grantee Compliance Enforcement System” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Grant Funds” means the Financial Assistance made available to Grantee through this Agreement.

“Grantee Portal” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Indirect Costs” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Indirect Cost Rate” means a device for determining in a reasonable manner the proportion of Indirect Costs each Program should bear. It is a ratio (expressed as a percentage) of the Indirect Costs to a Direct Cost base. If reimbursement of Indirect Costs is allowable under an Award, Grantor will not reimburse those Indirect Costs unless Grantee has established an Indirect Cost Rate covering the applicable activities and period of time, unless Indirect Costs are reimbursed at a fixed rate.

“Indirect Cost Rate Proposal” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Obligations” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Period of Performance” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Prior Approval” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Profit” means an entity’s total revenue less its operating expenses, interest paid, depreciation, and taxes. “Profit” is synonymous with the term “net revenue.”

“Program” means the services to be provided pursuant to this Agreement. "Program" is used interchangeably with "Project."

“Program Costs” means all Allowable Costs incurred by Grantee and the value of the contributions made by third parties in accomplishing the objectives of the Award during the Term of this Agreement.

“Related Parties” has the meaning set forth in Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 850-10-20.

“SAM” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“State-issued Award” means the assistance that a grantee receives directly from a State agency. The funding source of the State-issued Award can be federal pass-through, State or a combination thereof. "State-issued Award" does not include the following:

- contracts issued pursuant to the Illinois Procurement Code that a State agency uses to buy goods or services from a contractor or a contract to operate State government-owned, contractor-operated facilities;
- agreements that meet the definition of "contract" under 2 CFR 200.1 and 2 CFR 200.331, which a State agency uses to procure goods or services but are exempt from the Illinois Procurement Code due to an exemption listed under 30 ILCS 500/1-10, or pursuant to a disaster proclamation, executive order, or any other exemption permitted by law;
- amounts received for services rendered to an individual;
- Cooperative Research and Development Agreements;
- an agreement that provides only direct cash assistance to an individual;
- a subsidy;
- a loan;
- a loan guarantee; or
- insurance.

“Illinois Stop Payment List” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Unallowable Cost” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Unique Entity Identifier” or “UEI” has the same meaning as in 44 Ill. Admin. Code 7000.30.

**ARTICLE II
AWARD INFORMATION**

2.1 Term. This Agreement shall be effective on Jul 1, 2024 and expires on Jun 30, 2025 (the TERM), unless terminated pursuant to this Agreement.

2.2 Amount of Agreement. Grant Funds (check one) must not exceed or are estimated to be \$94,469.00, of which \$0.00 are federal funds. Grantee accepts Grantor's payment as specified in this ARTICLE.

2.3 Payment. Payment will be made as follows (see additional payment requirements in ARTICLE IV; additional payment provisions specific to this Award may be included in **PART TWO** or **PART THREE**):

Refer to "Exhibit F - Payment" for your organization's payment terms for this award

2.4 Identification Numbers. If applicable, the Federal Award Identification Number (FAIN) is See ExhibitA, the Federal awarding agency is See ExhibitA, and the Federal Award date is See ExhibitA. If applicable, the Assistance Listing Program Title is See ExhibitA and Assistance Listing Number is See ExhibitA. The Catalog of State Financial Assistance (CSFA) Number is See ExhibitA and CSFA Name is See ExhibitA. If applicable, the State Award Identification Number (SAIN) is Not Applicable.

**ARTICLE III
GRANTEE CERTIFICATIONS AND REPRESENTATIONS**

3.1. Registration Certification. Grantee certifies that: (i) it is registered with SAM and N7A2UEMUAY88 is Grantee's correct UEI; (ii) it is in good standing with the Illinois Secretary of State, if applicable; and (iii) Grantee has successfully completed the annual registration and prequalification through the Grantee Portal.

Grantee must remain current with these registrations and requirements. If Grantee's status with regard to any of these requirements changes, or the certifications made in and information provided in the uniform grant application changes, Grantee must notify Grantor in accordance with ARTICLE XV.

3.2. Tax Identification Certification. Grantee certifies that: 37-1383599 is Grantee's correct federal employer identification number (FEIN) or Social Security Number. Grantee further certifies, if applicable: (a) that Grantee is not subject to backup withholding because (i) Grantee is exempt from backup withholding, or (ii) Grantee has not been notified by the Internal Revenue Service (IRS) that Grantee is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Grantee that Grantee is no longer subject to backup withholding; and (b) Grantee is a U.S. citizen or other U.S. person. Grantee is doing business as a (check one):

- | | |
|--|---|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Pharmacy-Non Corporate |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery Corp. |
| <input type="checkbox"/> Partnership | <input checked="" type="checkbox"/> Tax Exempt |
| <input type="checkbox"/> Corporation (includes Not For Profit) | <input type="checkbox"/> Limited Liability Company (select applicable tax classification) |
| <input type="checkbox"/> Medical Corporation | <input type="checkbox"/> P = partnership |
| <input type="checkbox"/> Governmental Unit | <input type="checkbox"/> C = corporation |
| <input type="checkbox"/> Estate or Trust | |

If Grantee has not received a payment from the State of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.

3.3. **Compliance with Uniform Grant Rules.** Grantee certifies that it must adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200) and are incorporated herein by reference. 44 Ill. Admin. Code 7000.40(c)(1)(A). The requirements of 2 CFR Part 200 apply to the Grant Funds awarded through this Agreement, regardless of whether the original source of the funds is State or federal, unless an exception is noted in federal or State statutes or regulations. 30 ILCS 708/5(b).

3.4. **Representations and Use of Funds.** Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement must be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions will be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

3.5. **Specific Certifications.** Grantee is responsible for compliance with the enumerated certifications in this Paragraph to the extent that the certifications apply to Grantee.

(a) **Bribery.** Grantee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor made an admission of guilt of such conduct which is a matter of record.

(b) **Bid Rigging.** Grantee certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 2012 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

(c) **Debt to State.** Grantee certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because Grantee, or its affiliate(s), is/are delinquent in the payment of any debt to the State, unless Grantee, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt.

(d) **International Boycott.** Grantee certifies that neither it nor any substantially owned affiliated company is participating or will participate in an international boycott in violation of the provision of the Anti-Boycott Act of 2018, Part II of the Export Control Reform Act of 2018 (50 USC 4841 through 4843), and the anti-boycott provisions set forth in Part 760 of the federal Export Administration Regulations (15 CFR Parts 730 through 774).

(e) **Discriminatory Club Dues or Fees.** Grantee certifies that it is not prohibited from receiving an Award because it pays dues or fees on behalf of its employees or agents, or subsidizes or otherwise reimburses employees or agents for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/2).

(f) **Pro-Children Act.** Grantee certifies that it is in compliance with the Pro-Children Act of 2001 in that it prohibits smoking in any portion of its facility used for the provision of health, day care, early childhood development services, education or library services to children under the age of eighteen (18) (except such portions of the facilities which are used for inpatient substance abuse treatment) (20 USC 7181-7184).

(g) **Drug-Free Workplace.** If Grantee is not an individual, Grantee certifies it will provide a

drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580/3. If Grantee is an individual and this Agreement is valued at more than \$5,000, Grantee certifies it will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the Agreement. 30 ILCS 580/4. Grantee further certifies that if it is a recipient of federal pass-through funds, it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8103.

(h) **Motor Voter Law.** Grantee certifies that it is in full compliance with the terms and provisions of the National Voter Registration Act of 1993 (52 USC 20501 *et seq.*).

(i) **Clean Air Act and Clean Water Act.** Grantee certifies that it is in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 USC 7401 *et seq.*) and the Federal Water Pollution Control Act, as amended (33 USC 1251 *et seq.*).

(j) **Debarment.** Grantee certifies that it is not debarred, suspended, proposed for debarment or permanent inclusion on the Illinois Stop Payment List, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal department or agency (2 CFR 200.205(a)), or by the State (30 ILCS 708/25(6)(G)).

(k) **Non-procurement Debarment and Suspension.** Grantee certifies that it is in compliance with Subpart C of 2 CFR Part 180 as supplemented by 2 CFR Part 376, Subpart C.

(l) **Health Insurance Portability and Accountability Act.** Grantee certifies that it is in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Public Law No. 104-191, 45 CFR Parts 160, 162 and 164, and the Social Security Act, 42 USC 1320d-2 through 1320d-7), in that it may not use or disclose protected health information other than as permitted or required by law and agrees to use appropriate safeguards to prevent use or disclosure of the protected health information. Grantee must maintain, for a minimum of six (6) years, all protected health information.

(m) **Criminal Convictions.** Grantee certifies that:

(i) Neither it nor a managerial agent of Grantee (for non-governmental grantees only, this includes any officer, director or partner of Grantee) has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction; and

(ii) It must disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. Failure to disclose may result in remedial actions as stated in the Grant Accountability and Transparency Act. 30 ILCS 708/40. Additionally, if Grantee receives over \$10 million in total federal Financial Assistance, during the period of this Award, Grantee must maintain the currency of information reported to SAM regarding civil, criminal or administrative proceedings as required by 2 CFR 200.113 and Appendix XII of 2 CFR Part 200, and 30 ILCS 708/40.

(n) **Federal Funding Accountability and Transparency Act of 2006 (FFATA).** Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101 with respect to Federal Awards greater than or equal to \$30,000. A FFATA subaward report must be filed by the end of the month following the month in which the award was made.

(o) **Illinois Works Review Panel.** For Awards made for public works projects, as defined in

the Illinois Works Jobs Program Act, Grantee certifies that it and any contractor(s) or subcontractor(s) that performs work using funds from this Award, must, upon reasonable notice, appear before and respond to requests for information from the Illinois Works Review Panel. 30 ILCS 559/20-25(d).

(p) **Anti-Discrimination.** Grantee certifies that its employees and subcontractors under subcontract made pursuant to this Agreement, must comply with all applicable provisions of State and federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity including, but not limited to: Illinois Human Rights Act (775 ILCS 5/1-101 *et seq.*), including, without limitation, 44 Ill. Admin. Code 750- Appendix A, which is incorporated herein; Public Works Employment Discrimination Act (775 ILCS 10/1 *et seq.*); Civil Rights Act of 1964 (as amended) (42 USC 2000a - 2000h-6); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Americans with Disabilities Act of 1990 (as amended) (42 USC 12101 *et seq.*); and the Age Discrimination Act of 1975 (42 USC 6101 *et seq.*).

(q) **Internal Revenue Code and Illinois Income Tax Act.** Grantee certifies that it complies with all provisions of the federal Internal Revenue Code (26 USC 1), the Illinois Income Tax Act (35 ILCS 5), and all regulations and rules promulgated thereunder, including withholding provisions and timely deposits of employee taxes and unemployment insurance taxes.

**ARTICLE IV
PAYMENT REQUIREMENTS**

4.1. **Availability of Appropriation; Sufficiency of Funds.** This Agreement is contingent upon and subject to the availability of sufficient funds. Grantor may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (ii) the Governor or Grantor reserves funds, or (iii) the Governor or Grantor determines that funds will not or may not be available for payment. Grantor must provide notice, in writing, to Grantee of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Paragraph will be effective upon the date of the written notice unless otherwise indicated.

4.2. **Pre-Award Costs.** Pre-award costs are not permitted unless specifically authorized by Grantor in **Exhibit A, PART TWO** or **PART THREE** of this Agreement. If they are authorized, pre-award costs must be charged to the initial Budget Period of the Award, unless otherwise specified by Grantor. 2 CFR 200.458.

4.3. **Return of Grant Funds.** Grantee must liquidate all Obligations incurred under the Award within forty-five (45) days of the end of the Period of Performance, or in the case of capital improvement Awards, within forty-five (45) days of the end of the time period the Grant Funds are available for expenditure or obligation, unless Grantor permits a longer period in **PART TWO OR PART THREE**. Grantee must return to Grantor within forty-five (45) days of the end of the applicable time period as set forth in this Paragraph all remaining Grant Funds that are not expended or legally obligated.

4.4. **Cash Management Improvement Act of 1990.** Unless notified otherwise in **PART TWO** or **PART THREE**, Grantee must manage federal funds received under this Agreement in accordance with the Cash Management Improvement Act of 1990 (31 USC 6501 *et seq.*) and any other applicable federal laws or regulations. 2 CFR 200.305; 44 Ill. Admin. Code 7000.120.

4.5. **Payments to Third Parties.** Grantor will have no liability to Grantee when Grantor acts in good faith to redirect all or a portion of any Grantee payment to a third party. Grantor will be deemed to have acted in

good faith when it is in possession of information that indicates Grantee authorized Grantor to intercept or redirect payments to a third party or when so ordered by a court of competent jurisdiction.

4.6. Modifications to Estimated Amount. If the Agreement amount is established on an estimated basis, then it may be increased by mutual agreement at any time during the Term. Grantor may decrease the estimated amount of this Agreement at any time during the Term if (i) Grantor believes Grantee will not use the funds during the Term, (ii) Grantor believes Grantee has used Grant Funds in a manner that was not authorized by this Agreement, (iii) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (iv) the Governor or Grantor reserves funds, or (v) the Governor or Grantor determines that funds will or may not be available for payment. Grantee will be notified, in writing, of any adjustment of the estimated amount of this Agreement. In the event of such reduction, services provided by Grantee under **Exhibit A** may be reduced accordingly. Grantor must pay Grantee for work satisfactorily performed prior to the date of the notice regarding adjustment. 2 CFR 200.308.

4.7. Interest.

(a) All interest earned on Grant Funds held by a Grantee will be treated in accordance with 2 CFR 200.305(b)(9), unless otherwise provided in **PART TWO** or **PART THREE**. Grantee must remit annually any amount due in accordance with 2 CFR 200.305(b)(9) or to Grantor, as applicable.

(b) Grant Funds must be placed in an insured account, whenever possible, that bears interest, unless exempted under 2 CFR 200.305(b)(8).

4.8. Timely Billing Required. Grantee must submit any payment request to Grantor within fifteen (15) days of the end of the quarter, unless another billing schedule is specified in **ARTICLE II, PART TWO, or PART THREE**. Failure to submit such payment request timely will render the amounts billed Unallowable Costs which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee shall timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension shall not be unreasonably withheld.

4.9. Certification. Pursuant to 2 CFR 200.415, each invoice and report submitted by Grantee (or subrecipient) must contain the following certification by an official authorized to legally bind Grantee (or subrecipient):

By signing this report [or payment request or both], I certify to the best of my knowledge and belief that the report [or payment request] is true, complete, and accurate; that the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the State or federal pass-through award; and that supporting documentation has been submitted as required by the grant agreement. I acknowledge that approval for any other expenditure described herein is considered conditional subject to further review and verification in accordance with the monitoring and records retention provisions of the grant agreement. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812; 30 ILCS 708/120).

ARTICLE V

SCOPE OF AWARD ACTIVITIES/PURPOSE OF AWARD

5.1. Scope of Award Activities/Purpose of Award. Grantee must perform as described in this Agreement, including as described in **Exhibit A** (Project Description), **Exhibit B** (Deliverables or Milestones), and **Exhibit D** (Performance Measures and Standards), as applicable. Grantee must further comply with all terms and conditions set forth in the Notice of State Award (44 Ill. Admin. Code 7000.360) which is incorporated herein by reference. All Grantor-specific provisions and programmatic reporting required under this Agreement are described in **PART TWO** (Grantor-Specific Terms). All Project-specific provisions and reporting required under this Agreement are described in **PART THREE** (Project-Specific Terms).

5.2. Scope Revisions. Grantee must obtain Prior Approval from Grantor whenever a scope revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b)(2). All requests for scope revisions that require Grantor approval must be signed by Grantee’s authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. 2 CFR 200.308.

5.3. Specific Conditions. If applicable, specific conditions required after a risk assessment are included in **Exhibit E**. Grantee must adhere to the specific conditions listed therein. 44 Ill. Admin. Code 7000.340(e).

**ARTICLE VI
BUDGET**

6.1. Budget. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein by reference.

6.2. Budget Revisions. Grantee must obtain Prior Approval, whether mandated or discretionary, from Grantor whenever a Budget revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b). All requests for Budget revisions that require Grantor approval must be signed by Grantee’s authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval.

6.3. Notification. Within thirty (30) calendar days from the date of receipt of the request for Budget revisions, Grantor will review the request and notify Grantee whether the Budget revision has been approved, denied, or the date upon which a decision will be reached. 44 Ill. Admin. Code 7000.370(b)(7).

**ARTICLE VII
ALLOWABLE COSTS**

7.1. Allowability of Costs; Cost Allocation Methods. The allowability of costs and cost allocation methods for work performed under this Agreement will be determined in accordance with 2 CFR Part 200 Subpart E and Appendices III, IV, V, and VII.

7.2. Indirect Cost Rate Submission.

(a) All grantees, except for Local Education Agencies (as defined in 34 CFR 77.1), must make an Indirect Cost Rate election in the Grantee Portal, even grantees that do not charge or expect to charge Indirect Costs. 44 Ill. Admin. Code 7000.420(e).

(i) Waived and de minimis Indirect Cost Rate elections will remain in effect until Grantee elects a different option.

(b) Grantee must submit an Indirect Cost Rate Proposal in accordance with federal and State regulations, in a format prescribed by Grantor. For grantees who have never negotiated an Indirect Cost Rate before, the Indirect Cost Rate Proposal must be submitted for approval no later than three months after the effective date of the Award. For grantees who have previously negotiated an Indirect Cost Rate, the Indirect Cost Rate Proposal must be submitted for approval within 180 days of Grantee's fiscal year end, as dictated in the applicable appendices, such as:

(i) Appendix VII to 2 CFR Part 200 governs Indirect Cost Rate Proposals for state and Local Governments and Indian Tribes,

(ii) Appendix III to 2 CFR Part 200 governs Indirect Cost Rate Proposals for public and private institutions of higher education,

(iii) Appendix IV to 2 CFR Part 200 governs Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations, and

(iv) Appendix V to 2 CFR Part 200 governs state/Local Governmentwide Central Service Cost Allocation Plans.

(c) A grantee who has a current, applicable rate negotiated by a cognizant federal agency must provide to Grantor a copy of its Indirect Cost Rate acceptance letter from the federal government and a copy of all documentation regarding the allocation methodology for costs used to negotiate that rate, e.g., without limitation, the cost policy statement or disclosure narrative statement. Grantor will accept that Indirect Cost Rate, up to any statutory, rule-based or programmatic limit.

(d) A grantee who does not have a current negotiated rate, may elect to charge the *de minimis* rate as set forth in 2 CFR 200.414(f), which may be used indefinitely. No documentation is required to justify the *de minimis* Indirect Cost Rate. 2 CFR 200.414(f).

7.3. Transfer of Costs. Cost transfers between Grants, whether as a means to compensate for cost overruns or for other reasons, are unallowable. 2 CFR 200.451.

7.4. Commercial Organization Cost Principles. The federal cost principles and procedures for cost analysis and the determination, negotiation and allowance of costs that apply to commercial organizations are set forth in 48 CFR Part 31.

7.5. Financial Management Standards. The financial management systems of Grantee must meet the following standards:

(a) **Accounting System.** Grantee organizations must have an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state- and federally-funded Program. Accounting records must contain information pertaining to State and federal pass-through awards, authorizations, Obligations, unobligated balances, assets, outlays, and income. These records must be maintained on a current basis and balanced at least quarterly. Cash contributions to the Program from third parties must be accounted for in the general ledger with other Grant Funds. Third party in-kind (non-cash) contributions are not required to be recorded in the general ledger, but must be under accounting control, possibly through the use of a memorandum ledger. To comply with 2 CFR 200.305(b)(7)(i) and 30 ILCS 708/97, Grantee must use reasonable efforts to ensure that funding streams are delineated within Grantee's accounting system. 2 CFR 200.302.

(b) **Source Documentation.** Accounting records must be supported by such source documentation as canceled checks, bank statements, invoices, paid bills, donor letters, time and attendance records, activity reports, travel reports, contractual and consultant agreements, and subaward documentation. All supporting documentation must be clearly identified with the Award and general ledger accounts which are to be charged or credited.

(i) The documentation standards for salary charges to Grants are prescribed by 2 CFR 200.430, and in the cost principles applicable to the Grantee's organization.

(ii) If records do not meet the standards in 2 CFR 200.430, then Grantor may notify Grantee in **PART TWO, PART THREE** or **Exhibit E** of the requirement to submit personnel activity reports. 2 CFR 200.430(i)(8). Personnel activity reports must account on an after-the-fact basis for one hundred percent (100%) of the employee's actual time, separately indicating the time spent on the Award, other grants or projects, vacation or sick leave, and administrative time, if applicable. The reports must be signed by the employee, approved by the appropriate official, and coincide with a pay period. These time records must be used to record the distribution of salary costs to the appropriate accounts no less frequently than quarterly.

(iii) Formal agreements with independent contractors, such as consultants, must include a description of the services to be performed, the period of performance, the fee and method of payment, an itemization of travel and other costs which are chargeable to the agreement, and the signatures of both the contractor and an appropriate official of Grantee.

(iv) If third party in-kind (non-cash) contributions are used for Award purposes, the valuation of these contributions must be supported with adequate documentation.

(c) **Internal Control.** Grantee must maintain effective control and accountability for all cash, real and personal property, and other assets. Grantee must adequately safeguard all such property and must provide assurance that it is used solely for authorized purposes. Grantee must also have systems in place that provide reasonable assurance that the information is accurate, allowable, and compliant with the terms and conditions of this Agreement. 2 CFR 200.303.

(d) **Budget Control.** Grantee must maintain records of expenditures for each Award by the cost categories of the approved Budget (including Indirect Costs that are charged to the Award), and actual expenditures are to be compared with budgeted amounts at least quarterly.

(e) **Cash Management.** Requests for advance payment must be limited to Grantee's immediate cash needs. Grantee must have written procedures to minimize the time elapsing between the receipt and the disbursement of Grant Funds to avoid having excess funds on hand. 2 CFR 200.305.

7.6. **Profits.** It is not permitted for any person or entity to earn a Profit from an Award. *See, e.g.,* 2 CFR 200.400(g); *see also* 30 ILCS 708/60(a)(7).

7.7. **Management of Program Income.** Grantee is encouraged to earn income to defray Program Costs where appropriate, subject to 2 CFR 200.307.

ARTICLE VIII LOBBYING

8.1. **Improper Influence.** Grantee certifies that it will not use and has not used Grant Funds to influence or attempt to influence an officer or employee of any government agency or a member or employee of the State or federal legislature in connection with the awarding of any agreement, the making of any grant, the

making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

8.2. Federal Form LLL. If any federal funds, other than federally-appropriated funds, were paid or will be paid to any person for influencing or attempting to influence any of the above persons in connection with this Agreement, the undersigned must also complete and submit Federal Form LLL, Disclosure of Lobbying Activities Form, in accordance with its instructions.

8.3. Lobbying Costs. Grantee certifies that it is in compliance with the restrictions on lobbying set forth in 2 CFR 200.450. For any Indirect Costs associated with this Agreement, total lobbying costs must be separately identified in the Program Budget, and thereafter treated as other Unallowable Costs.

8.4. Procurement Lobbying. Grantee warrants and certifies that it and, to the best of its knowledge, its subrecipients have complied and will comply with Illinois Executive Order No. 1 (2007) (EO 1-2007). EO 1-2007 generally prohibits grantees and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments, if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

8.5. Subawards. Grantee must include the language of this ARTICLE in the award documents for any subawards made pursuant to this Award at all tiers. All subrecipients are also subject to certification and disclosure. Pursuant to Appendix II(I) to 2 CFR Part 200, Grantee must forward all disclosures by contractors regarding this certification to Grantor.

8.6. Certification. This certification is a material representation of fact upon which reliance was placed to enter into this transaction and is a prerequisite for this transaction, pursuant to 31 USC 1352. Any person who fails to file the required certifications will be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

ARTICLE IX MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING

9.1. Records Retention. Grantee must maintain for three (3) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with 2 CFR 200.334, unless a different retention period is specified in 2 CFR 200.334, 44 Ill. Admin. Code 7000.430(a) and (b) or **PART TWO** or **PART THREE**. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

9.2. Accessibility of Records. Grantee, in compliance with 2 CFR 200.337 and 44 Ill. Admin. Code 7000.430(f), must make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized Grantor representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, Grantor's Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by federal statute. Grantee must cooperate fully in any such audit or inquiry.

9.3. Failure to Maintain Books and Records. Failure to maintain adequate books, records and supporting documentation, as described in this ARTICLE, will result in the disallowance of costs for which there is insufficient supporting documentation and also establishes a presumption in favor of the State for the recovery of any Grant Funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.

9.4. Monitoring and Access to Information. Grantee must monitor its activities to assure compliance with applicable state and federal requirements and to assure its performance expectations are being achieved. Grantor will monitor the activities of Grantee to assure compliance with all requirements, including appropriate programmatic rules, regulations, and guidelines that the Grantor promulgates or implements, and performance expectations of the Award. Grantee must timely submit all financial and performance reports, and must supply, upon Grantor's request, documents and information relevant to the Award. Grantor may make site visits as warranted by Program needs. 2 CFR 200.329; 200.332. Additional monitoring requirements may be in PART TWO or PART THREE.

**ARTICLE X
FINANCIAL REPORTING REQUIREMENTS**

10.1. Required Periodic Financial Reports. Grantee must submit financial reports as requested and in the format required by Grantor no later than the dues date(s) specified in PART TWO or PART THREE. Grantee must submit quarterly reports with Grantor describing the expenditure(s) of the funds related thereto, unless more frequent reporting is required by the Grantee due to the funding source or pursuant to specific award conditions. 2 CFR 200.208. Any report required by 30 ILCS 708/125 may be detailed in PART TWO or PART THREE.

10.2. Financial Close-out Report.

(a) Grantee must submit a financial Close-out Report, in the format required by Grantor, by the due date specified in PART TWO or PART THREE, which must be no later than sixty (60) calendar days following the end of the Period of Performance for this Agreement or Agreement termination. The format of this financial Close-out Report must follow a format prescribed by Grantor. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

(b) If an audit or review of Grantee occurs and results in adjustments after Grantee submits a Close-out Report, Grantee must submit a new financial Close-out Report based on audit adjustments, and immediately submit a refund to Grantor, if applicable. 2 CFR 200.345; 44 Ill. Admin. Code 7000.450.

10.3. Effect of Failure to Comply. Failure to comply with the reporting requirements in this Agreement may cause a delay or suspension of funding or require the return of improper payments or Unallowable Costs, and will be considered a material breach of this Agreement. Grantee's failure to comply with ARTICLE X, ARTICLE XI, or ARTICLE XVII will be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding. Grantee should refer to the State Grantee Compliance Enforcement System for policy and consequences for failure to comply. 44 Ill. Admin. Code 7000.80.

**ARTICLE XI
PERFORMANCE REPORTING REQUIREMENTS**

11.1. Required Periodic Performance Reports. Grantee must submit performance reports as requested and in the format required by Grantor no later than the due date(s) specified in **PART TWO** or **PART THREE**. 44 Ill. Admin. Code 7000.410. Grantee must report to Grantor on the performance measures listed in **Exhibit D**, **PART TWO** or **PART THREE** at the intervals specified by Grantor, which must be no less frequent than annually and no more frequent than quarterly, unless otherwise specified in **PART TWO**, **PART THREE**, or **Exhibit E** pursuant to specific award conditions. For certain construction-related Awards, such reports may be exempted as identified in **PART TWO** or **PART THREE**. 2 CFR 200.329.

11.2. Performance Close-out Report. Grantee must submit a performance Close-out Report, in the format required by Grantor by the due date specified in **PART TWO** or **PART THREE**, which must be no later than 60 calendar days following the end of the Period of Performance or Agreement termination. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

11.3. Content of Performance Reports. Pursuant to 2 CFR 200.329(b) and (c), all performance reports must relate the financial data and accomplishments to the performance goals and objectives of this Award and also include the following: a comparison of actual accomplishments to the objectives of the Award established for the period; where the accomplishments can be quantified, a computation of the cost and demonstration of cost effective practices (e.g., through unit cost data); performance trend data and analysis if required; and reasons why established goals were not met, if appropriate. Additional content and format guidelines for the performance reports will be determined by Grantor contingent on the Award’s statutory, regulatory and administrative requirements, and are included in **PART TWO** or **PART THREE** of this Agreement.

**ARTICLE XII
AUDIT REQUIREMENTS**

12.1. Audits. Grantee is subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and the audit rules and policies set forth by the Governor’s Office of Management and Budget. 30 ILCS 708/65(c); 44 Ill. Admin. Code 7000.90.

12.2. Consolidated Year-End Financial Reports (CYEFR). All grantees must complete and submit a CYEFR through the Grantee Portal, except those exempted by federal or State statute or regulation, as set forth in **PART TWO** or **PART THREE**. The CYEFR is a required schedule in Grantee’s audit report if Grantee is required to complete and submit an audit report as set forth herein.

(a) Grantee’s CYEFR must cover the same period as the audited financial statements, if required, and must be submitted in accordance with the audit schedule at 44 Ill. Admin. Code 7000.90. If Grantee is not required to complete audited financial statements, the CYEFR must cover Grantee’s fiscal year and must be submitted within 6 months of the Grantee’s fiscal year-end.

(b) The CYEFR must include an in relation to opinion from the auditor of the financial statements included in the audit.

(c) The CYEFR must follow a format prescribed by Grantor.

12.3. Entities That Are Not “For-Profit”.

(a) This Paragraph applies to Grantees that are not “for-profit” entities.

(b) Single and Program-Specific Audits. If, during its fiscal year, Grantee expends at least the threshold amount as set out in 2 CFR 200.501(a) in federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The audit report packet must be completed as described in 2 CFR 200.512 (single audit) or 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90(h)(1) and the current GATA audit manual and submitted to the Federal Audit Clearinghouse, as required by 2 CFR 200.512. The results of peer and external quality control reviews, management letters issued by the auditors and their respective corrective action plans if significant deficiencies or material weaknesses are identified, and the CYEFR(s) must be submitted to the Grantee Portal at the same time the audit report packet is submitted to the Federal Audit Clearinghouse. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than the threshold amount as set out in 2 CFR 200.501(a) in federal Awards, Grantee is subject to the following audit requirements:

(i) If, during its fiscal year, Grantee expends at least the threshold amount as set out in 44 Ill. Admin. Code 7000.90(c)(1) in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Government Auditing Standards (GAGAS). Grantee may be subject to additional requirements in **PART TWO, PART THREE** or **Exhibit E** based on Grantee's risk profile.

(ii) If, during its fiscal year, Grantee expends less than the threshold amount as set out in 44 Ill. Admin. Code 7000.90(c)(1) in State-issued Awards, but expends at least the threshold amount as set out in 44 Ill. Admin Code 7000.90(c)(2) in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Auditing Standards (GAAS).

(iii) If Grantee is a Local Education Agency (as defined in 34 CFR 77.1), Grantee must have a financial statement audit conducted in accordance with GAGAS, as required by 23 Ill. Admin. Code 100.110, regardless of the dollar amount of expenditures of State-issued Awards.

(iv) If Grantee does not meet the requirements in subsections 12.3(b) and 12.3(c)(i-iii) but is required to have a financial statement audit conducted based on other regulatory requirements, Grantee must submit those audits for review.

(v) Grantee must submit its financial statement audit report packet, as set forth in 44 Ill. Admin. Code 7000.90(h)(2) and the current GATA audit manual, to the Grantee Portal within the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) six (6) months after the end of Grantee's audit period.

12.4. "For-Profit" Entities.

(a) This Paragraph applies to Grantees that are "for-profit" entities.

(b) Program-Specific Audit. If, during its fiscal year, Grantee expends at least the threshold amount as set out in 2 CFR 200.501(a) in federal pass-through funds from State-issued Awards, Grantee must have a program-specific audit conducted in accordance with 2 CFR 200.507. The auditor must audit federal pass-through programs with federal pass-through Awards expended that, in the aggregate, cover at least 50 percent (0.50) of total federal pass-through Awards expended. The audit report packet must be completed as described in 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90 and the current GATA audit manual, and must be submitted to the Grantee Portal. The due date of all required

submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than the threshold amount as set out in 2 CFR 200.501(a) in federal pass-through funds from State-issued Awards, Grantee must follow all of the audit requirements in Paragraphs 12.3(c)(i)-(v), above.

(d) Publicly-Traded Entities. If Grantee is a publicly-traded company, Grantee is not subject to the single audit or program-specific audit requirements, but must submit its annual audit conducted in accordance with its regulatory requirements.

12.5. Performance of Audits. For those organizations required to submit an independent audit report, the audit must be conducted by the Illinois Auditor General (as required for certain governmental entities only), or a Certified Public Accountant or Certified Public Accounting Firm licensed in the State of Illinois or in accordance with Section 5.2 of the Illinois Public Accounting Act (225 ILCS 450/5.2). For all audits required to be performed subject to GAGAS or Generally Accepted Auditing Standards, Grantee must request and maintain on file a copy of the auditor's most recent peer review report and acceptance letter. Grantee must follow procedures prescribed by Grantor for the preparation and submission of audit reports and any related documents.

12.6. Delinquent Reports. When audit reports or financial statements required under this ARTICLE are prepared by the Illinois Auditor General, if they are not available by the above-specified due date, they must be provided to Grantor within thirty (30) days of becoming available. Grantee should refer to the State Grantee Compliance Enforcement System for the policy and consequences for late reporting. 44 Ill. Admin. Code 7000.80.

**ARTICLE XIII
TERMINATION; SUSPENSION; NON-COMPLIANCE**

13.1. Termination.

(a) Either Party may terminate this Agreement, in whole or in part, upon thirty (30) calendar days' prior written notice to the other Party.

(b) If terminated by the Grantee, Grantee must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If Grantor determines in the case of a partial termination that the reduced or modified portion of the Award will not accomplish the purposes for which the Award was made, Grantor may terminate the Agreement in its entirety. 2 CFR 200.340(a)(4).

(c) This Agreement may be terminated, in whole or in part, by Grantor:

(i) Pursuant to a funding failure under Paragraph 4.1;

(ii) If Grantee fails to comply with the terms and conditions of this or any Award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any Award; or

(iii) If the Award no longer effectuates the Program goals or agency priorities as set forth in Exhibit A, PART TWO or PART THREE.

13.2. Suspension. Grantor may suspend this Agreement, in whole or in part, pursuant to a funding failure under Paragraph 4.1 or if the Grantee fails to comply with terms and conditions of this or any Award. If suspension is due to Grantee's failure to comply, Grantor may withhold further payment and prohibit Grantee from incurring additional Obligations pending corrective action by Grantee or a decision to terminate this Agreement by Grantor. Grantor may allow necessary and proper costs that Grantee could not reasonably avoid during the period of suspension.

13.3. Non-compliance. If Grantee fails to comply with the U.S. Constitution, applicable statutes, regulations or the terms and conditions of this or any Award, Grantor may impose additional conditions on Grantee, as described in 2 CFR 200.208. If Grantor determines that non-compliance cannot be remedied by imposing additional conditions, Grantor may take one or more of the actions described in 2 CFR 200.339. The Parties must follow all Grantor policies and procedures regarding non-compliance, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 44 Ill. Admin. Code 7000.80 and 7000.260.

13.4. Objection. If Grantor suspends or terminates this Agreement, in whole or in part, for cause, or takes any other action in response to Grantee's non-compliance, Grantee may avail itself of any opportunities to object and challenge such suspension, termination or other action by Grantor in accordance with any applicable processes and procedures, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 2 CFR 200.342; 44 Ill. Admin. Code 7000.80 and 7000.260.

13.5. Effects of Suspension and Termination.

(a) Grantor may credit Grantee for allowable expenditures incurred in the performance of authorized services under this Agreement prior to the effective date of a suspension or termination.

(b) Except as set forth in subparagraph (c), below, Grantee must not incur any costs or Obligations that require the use of Grant Funds after the effective date of a suspension or termination, and must cancel as many outstanding Obligations as possible.

(c) Costs to Grantee resulting from Obligations incurred by Grantee during a suspension or after termination of the Agreement are not allowable unless Grantor expressly authorizes them in the notice of suspension or termination or subsequently. However, Grantor may allow costs during a suspension or after termination if:

(i) The costs result from Obligations properly incurred before the effective date of suspension or termination, are not in anticipation of the suspension or termination, and the costs would be allowable if the Agreement was not suspended or terminated prematurely. 2 CFR 200.343.

13.6. Close-out of Terminated Agreements. If this Agreement is terminated, in whole or in part, the Parties must comply with all close-out and post-termination requirements of this Agreement. 2 CFR 200.340(d).

ARTICLE XIV SUBCONTRACTS/SUBAWARDS

14.1. Subcontracting/Subrecipients/Delegation. Grantee must not subcontract nor issue a subaward for any portion of this Agreement nor delegate any duties hereunder without Prior Approval of Grantor. The

requirement for Prior Approval is satisfied if the subcontractor or subrecipient has been identified in the uniform grant application, such as, without limitation, a Project description, and Grantor has approved. Grantee must notify any potential subrecipient that the subrecipient must obtain and provide to the Grantee a Unique Entity Identifier prior to receiving a subaward. 2 CFR 25.300.

14.2. Application of Terms. If Grantee enters into a subaward agreement with a subrecipient, Grantee must notify the subrecipient of the applicable laws and regulations and terms and conditions of this Award by attaching this Agreement to the subaward agreement. The terms of this Agreement apply to all subawards authorized in accordance with Paragraph 14.1. 2 CFR 200.101(b)(2).

14.3. Liability as Guaranty. Grantee will be liable as guarantor for any Grant Funds it obligates to a subrecipient or subcontractor pursuant to this ARTICLE in the event Grantor determines the funds were either misspent or are being improperly held and the subrecipient or subcontractor is insolvent or otherwise fails to return the funds. 2 CFR 200.345; 30 ILCS 705/6; 44 Ill. Admin. Code 7000.450(a).

**ARTICLE XV
NOTICE OF CHANGE**

15.1. Notice of Change. Grantee must notify Grantor if there is a change in Grantee’s legal status, FEIN, UEI, SAM registration status, Related Parties, senior management (for non-governmental grantees only) or address. If the change is anticipated, Grantee must give thirty (30) days’ prior written notice to Grantor. If the change is unanticipated, Grantee must give notice as soon as practicable thereafter. Grantor reserves the right to take any and all appropriate action as a result of such change(s).

15.2. Failure to Provide Notification. To the extent permitted by Illinois law (see Paragraph 21.2), Grantee must hold harmless Grantor for any acts or omissions of Grantor resulting from Grantee’s failure to notify Grantor as required by Paragraph 15.1.

15.3. Notice of Impact. Grantee must notify Grantor in writing of any event, including, by not limited to, becoming a party to litigation, an investigation, or transaction that may have a material impact on Grantee’s ability to perform under this Agreement. Grantee must provide notice to Grantor as soon as possible, but no later than five (5) days after Grantee becomes aware that the event may have a material impact.

15.4. Effect of Failure to Provide Notice. Failure to provide the notice described in this ARTICLE is grounds for termination of this Agreement and any costs incurred after the date notice should have been given may be disallowed.

**ARTICLE XVI
STRUCTURAL REORGANIZATION AND RECONSTITUTION OF BOARD MEMBERSHIP**

16.1. Effect of Reorganization. This Agreement is made by and between Grantor and Grantee, as Grantee is currently organized and constituted. Grantor does not agree to continue this Agreement, or any license related thereto, should Grantee significantly reorganize or otherwise substantially change the character of its corporate structure, business structure or governance structure. Grantee must give Grantor prior notice of any such action or changes significantly affecting its overall structure or, for non-governmental grantees only, management makeup (for example, a merger or a corporate restructuring), and must provide all reasonable documentation necessary for Grantor to review the proposed transaction including financial records and corporate and shareholder minutes of any corporation which may be involved. Grantor reserves the right to

terminate the Agreement based on whether the newly organized entity is able to carry out the requirements of the Award. This ARTICLE does not require Grantee to report on minor changes in the makeup of its board membership or governance structure, as applicable. Nevertheless, **PART TWO** or **PART THREE** may impose further restrictions. Failure to comply with this ARTICLE constitutes a material breach of this Agreement.

**ARTICLE XVII
CONFLICT OF INTEREST**

17.1. Required Disclosures. Grantee must immediately disclose in writing any potential or actual Conflict of Interest to Grantor. 2 CFR 200.113; 30 ILCS 708/35.

17.2. Prohibited Payments. Payments made by Grantor under this Agreement must not be used by Grantee to compensate, directly or indirectly, any person currently holding an elective office in this State including, but not limited to, a seat in the General Assembly. In addition, where Grantee is not an instrumentality of the State of Illinois, as described in this Paragraph, Grantee must request permission from Grantor to compensate, directly or indirectly, any officer or any person employed by an office or agency of the State of Illinois. An instrumentality of the State of Illinois includes, without limitation, State departments, agencies, boards, and State universities. An instrumentality of the State of Illinois does not include, without limitation, units of Local Government and related entities.

17.3. Request for Exemption. Grantee may request written approval from Grantor for an exemption from Paragraph 17.2. Grantee acknowledges that Grantor is under no obligation to provide such exemption and that Grantor may grant an such exemption subject to additional terms and conditions as Grantor may require.

**ARTICLE XVIII
EQUIPMENT OR PROPERTY**

18.1. Purchase of Equipment. For any equipment purchased in whole or in part with Grant Funds, if Grantor determines that Grantee has not met the conditions of 2 CFR 200.439, the costs for such equipment will be disallowed. Grantor must notify Grantee in writing that the purchase of equipment is disallowed.

18.2. Prohibition against Disposition/Encumbrance. Any equipment, material, or real property that Grantee purchases or improves with Grant Funds must not be sold, transferred, encumbered (other than original financing) or otherwise disposed of during the Award Term without Prior Approval of Grantor unless a longer period is required in **PART TWO** or **PART THREE** and permitted by 2 CFR Part 200 Subpart D. Use or disposition of real property acquired or improved using Grant Funds must comply with the requirements of 2 CFR 200.311. Real property, equipment, and intangible property that are acquired or improved in whole or in part using Grant Funds are subject to the provisions of 2 CFR 200.316. Grantor may require the Grantee to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with this Award and that use and disposition conditions apply to the property.

18.3. Equipment and Procurement. Grantee must comply with the uniform standards set forth in 2 CFR 200.310–200.316 governing the management and disposition of property, the cost of which was supported by Grant Funds. Any waiver from such compliance must be granted by either the President’s Office of Management and Budget, the Governor’s Office of Management and Budget, or both, depending on the source of the Grant Funds used. Additionally, Grantee must comply with the standards set forth in 2 CFR 200.317-200.326 to establish procedures to use Grant Funds for the procurement of supplies and other expendable property, equipment, real property and other services.

18.4. Equipment Instructions. Grantee must obtain disposition instructions from Grantor when equipment, purchased in whole or in part with Grant Funds, is no longer needed for their original purpose. Notwithstanding anything to the contrary contained in this Agreement, Grantor may require transfer of any equipment to Grantor or a third party for any reason, including, without limitation, if Grantor terminates the Award or Grantee no longer conducts Award activities. Grantee must properly maintain, track, use, store and insure the equipment according to applicable best practices, manufacturer’s guidelines, federal and state laws or rules, and Grantor requirements stated herein.

18.5. Domestic Preferences for Procurements. In accordance with 2 CFR 200.322, as appropriate and to the extent consistent with law, Grantee must, to the greatest extent practicable under this Award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this Paragraph must be included in all subawards and in all contracts and purchase orders for work or products under this Award.

**ARTICLE XIX
PROMOTIONAL MATERIALS; PRIOR NOTIFICATION**

19.1. Promotional and Written Materials. Use of Grant Funds for promotions is subject to the prohibitions for advertising or public relations costs in 2 CFR 200.421(e). In the event that Grant Funds are used in whole or in part to produce any written publications, announcements, reports, flyers, brochures or other written materials, Grantee must obtain Prior Approval for the use of those funds (2 CFR 200.467) and must include in these publications, announcements, reports, flyers, brochures and all other such material, the phrase “Funding provided in whole or in part by the [Grantor].” 2 CFR 200.467. Exceptions to this requirement must be requested, in writing, from Grantor and will be considered authorized only upon written notice thereof to Grantee.

19.2. Prior Notification/Release of Information. Grantee must notify Grantor ten (10) days prior to issuing public announcements or press releases concerning work performed pursuant to this Agreement, or funded in whole or in part by this Agreement, and must cooperate with Grantor in joint or coordinated releases of information.

**ARTICLE XX
INSURANCE**

20.1. Maintenance of Insurance. Grantee must maintain in full force and effect during the Term of this Agreement casualty and bodily injury insurance, as well as insurance sufficient to cover the replacement cost of any and all real or personal property, or both, purchased or, otherwise acquired, or improved in whole or in part, with funds disbursed pursuant to this Agreement. 2 CFR 200.310. Additional insurance requirements may be detailed in PART TWO or PART THREE.

20.2. Claims. If a claim is submitted for real or personal property, or both, purchased in whole with funds from this Agreement and such claim results in the recovery of money, such money recovered must be surrendered to Grantor.

ARTICLE XXI

LAWSUITS AND INDEMNIFICATION

21.1. Independent Contractor. Neither Grantee nor any employee or agent of Grantee acquires any employment rights with Grantor by virtue of this Agreement. Grantee must provide the agreed services and achieve the specified results free from the direction or control of Grantor as to the means and methods of performance. Grantee must provide its own equipment and supplies necessary to conduct its business; provided, however, that in the event, for its convenience or otherwise, Grantor makes any such equipment or supplies available to Grantee, Grantee’s use of such equipment or supplies provided by Grantor pursuant to this Agreement is strictly limited to official Grantor or State of Illinois business and not for any other purpose, including any personal benefit or gain.

21.2. Indemnification and Liability.

(a) **Non-governmental entities.** This subparagraph applies only if Grantee is a non-governmental entity. Grantee must hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorneys’ fees, arising from the intentional torts, negligence or breach of contract of Grantee, with the exception of acts performed in conformance with an explicit, written directive of Grantor. Indemnification by Grantor is governed by the State Employee Indemnification Act (5 ILCS 350/.01 *et seq.*) as interpreted by the Illinois Attorney General. Grantor makes no representation that Grantee, an independent contractor, will qualify or be eligible for indemnification under said Act.

(b) **Governmental entities.** This subparagraph applies only if Grantee is a governmental unit as designated in Paragraph 3.2. Neither Party shall be liable for actions chargeable to the other Party under this Agreement including, but not limited to, the negligent acts and omissions of the other Party’s agents, employees or subcontractors in the performance of their duties as described under this Agreement, unless such liability is imposed by law. This Agreement is not construed as seeking to enlarge or diminish any obligation or duty owed by one Party against the other or against a third party.

**ARTICLE XXII
MISCELLANEOUS**

22.1. Gift Ban. Grantee is prohibited from giving gifts to State employees pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/10-10) and Illinois Executive Order 15-09.

22.2. Assignment Prohibited. This Agreement must not be sold, assigned, or transferred in any manner by Grantee, to include an assignment of Grantee’s rights to receive payment hereunder, and any actual or attempted sale, assignment, or transfer by Grantee without the Prior Approval of Grantor in writing renders this Agreement null, void and of no further effect.

22.3. Copies of Agreements upon Request. Grantee must, upon request by Grantor, provide Grantor with copies of contracts or other agreements to which Grantee is a party with any other State agency.

22.4. Amendments. This Agreement may be modified or amended at any time during its Term by mutual consent of the Parties, expressed in writing and signed by the Parties.

22.5. Severability. If any provision of this Agreement is declared invalid, its other provisions will remain in effect.

22.6. No Waiver. The failure of either Party to assert any right or remedy pursuant to this Agreement

will not be construed as a waiver of either Party's right to assert such right or remedy at a later time or constitute a course of business upon which either Party may rely for the purpose of denial of such a right or remedy.

22.7. Applicable Law; Claims. This Agreement and all subsequent amendments thereto, if any, are governed and construed in accordance with the laws of the State of Illinois. Any claim against Grantor arising out of this Agreement must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1 *et seq.* Grantor does not waive sovereign immunity by entering into this Agreement.

22.8. Compliance with Law. Grantee is responsible for ensuring that Grantee's Obligations and services hereunder are performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules, including but not limited to 44 Ill. Admin. Code Part 7000, laws and rules which govern disclosure of confidential records or other information obtained by Grantee concerning persons served under this Agreement, and any license requirements or professional certification provisions.

22.9. Compliance with Freedom of Information Act. Upon request, Grantee must make available to Grantor all documents in its possession that Grantor deems necessary to comply with requests made under the Freedom of Information Act. 5 ILCS 140/7(2).

22.10. Precedence.

(a) Except as set forth in subparagraph (b), below, the following rules of precedence are controlling for this Agreement: In the event there is a conflict between this Agreement and any of the exhibits or attachments hereto, this Agreement controls. In the event there is a conflict between **PART ONE** and **PART TWO** or **PART THREE** of this Agreement, **PART ONE** controls. In the event there is a conflict between **PART TWO** and **PART THREE** of this Agreement, **PART TWO** controls. In the event there is a conflict between this Agreement and relevant statute(s) or rule(s), the relevant statute(s) or rule(s) controls.

(b) Notwithstanding the provisions in subparagraph (a), above, if a relevant federal or state statute(s) or rule(s) requires an exception to this Agreement's provisions, or an exception to a requirement in this Agreement is granted by GATU, such exceptions must be noted in **PART TWO** or **PART THREE**, and in such cases, those requirements control.

22.11. Illinois Grant Funds Recovery Act. In the event of a conflict between the Illinois Grant Funds Recovery Act and the Grant Accountability and Transparency Act, the provisions of the Grant Accountability and Transparency Act control. 30 ILCS 708/80.

22.12. Headings. Articles and other headings contained in this Agreement are for reference purposes only and are not intended to define or limit the scope, extent or intent of this Agreement or any provision hereof.

22.13. Counterparts. This Agreement may be executed in one or more counterparts, each of which are considered to be one and the same agreement, binding on all Parties hereto, notwithstanding that all Parties are not signatories to the same counterpart. Duplicated signatures, signatures transmitted via facsimile, or signatures contained in a Portable Document Format (PDF) document are deemed original for all purposes.

22.14. Attorney Fees and Costs. Unless prohibited by law, if Grantor prevails in any proceeding to enforce the terms of this Agreement, including any administrative hearing pursuant to the Grant Funds Recovery Act or the Grant Accountability and Transparency Act, Grantor has the right to recover reasonable attorneys' fees, costs and expenses associated with such proceedings.

22.15. Continuing Responsibilities. The termination or expiration of this Agreement does not affect: (a) the right of Grantor to disallow costs and recover funds based on a later audit or other review; (b) the obligation of the Grantee to return any funds due as a result of later refunds, corrections or other transactions, including, without limitation, final Indirect Cost Rate adjustments and those funds obligated pursuant to ARTICLE XIV; (c) the CYEFR(s); (d) audit requirements established in 44 Ill. Admin. Code 7000.90 and ARTICLE XII ; (e) property management and disposition requirements established in 2 CFR 200.310 through 2 CFR 200.316 and ARTICLE XVIII; or (f) records related requirements pursuant to ARTICLE IX. 44 Ill. Admin. Code 7000.440.

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EXHIBIT A
PROJECT DESCRIPTION

FEDERAL PROGRAM NAME: STATE PROGRAM NAME: SCATTERED SITE PERMANENT SUPPORTIVE HOUSING
PURPOSE OF GRANT

ACCOUNT_LINE(s) SUMMARY:

Acct.Line#: 1
CSFA Number: 444-80-3152
Appropriation FY: 2025
Appropriation Code: 0001.44480.4900.002600NE
WBS Element: 444MHMIL25-HMILSSPS-SNMT
Sponed. Prog: HMIL
Appropriation Amount: \$94,469.00
These funds are Used/Reported by the Provider as Federal Funds: No
Use by DHS as Maintenance of Effort (MOE): No
Use by DHS as Matching Funds: No
Assistance Listing Program Number: N/A
Assistance Listing Program Title: N/A
FAIN Number: N/A - FAIN Award Agency: N/A
FAIN Award Date: N/A

Permanent Supportive Housing (PSH) is permanent housing in which housing assistance (e.g., long-term leasing or rental assistance) and supportive services are provided to assist households with at least one member with a disability in achieving housing stability.

----- END OF PROGRAM: SCATTERED SITE PERMANENT SUPPORTIVE HOUSING -----

EXHIBIT B
DELIVERABLES

100% of households will be tracked in HMIS or a comparable database for domestic violence service providers

100% of households entering program will meet HUD's definition of homelessness

100% of households will have a physical and/or mental health condition at start

80% of households will have a move in date within 30 days of start date

85% of households will remain permanently housed for 12 months

65% of households will assume a lease or maintain other permanent, stable housing upon exit

35% of households with a source of reportable income at program entry will increase income

----- END OF PROGRAM: SCATTERED SITE PERMANENT SUPPORTIVE HOUSING -----

EXHIBIT C

CONTACT INFORMATION

CONTACTS FOR NOTIFICATION AND GRANT ADMINISTRATION:

Unless specified elsewhere, all notices required or desired to be sent by either Party must be sent to the persons listed below. Grantee must notify Grantor of any changes in its contact information listed below within five (5) business days from the effective date of the change, and Grantor must notify Grantee of any changes to its contact information as soon as practicable. The Party making a change must send any changes in writing to the contact for the other Party. No amendment to this Agreement is required if information in this Exhibit is changed.

FOR OFFICIAL GRANT NOTIFICATIONS

GRANTOR CONTACT

Name: Angela Campo
Title: Program Manager
Address: 823 E Monroe St
Springfield, IL 62701-1915

GRANTEE CONTACT

Name: Amy Voils
Title: EXECUTIVE DIRECTOR
Address: 1344 N 5th St
Springfield, IL 62702-3820

GRANTEE PAYMENT ADDRESS
(If different than the address above)
Address:

FOR GRANT ADMINISTRATION

GRANTOR CONTACT

Name: Angela Campo
Title: Program Manager
Address: 823 E Monroe St
Springfield, IL 62701-1915

Phone: 217-524-5975
TTY #: _____
E-mail Address: angela.campo@illinois.gov

GRANTEE CONTACT

Name: Amy Voils
Title: EXECUTIVE DIRECTOR
Address: 1344 N 5th St
Springfield, IL 62702-3820

Phone: 217-753-1358
TTY #: _____
E-mail Address: amy@mercycommunities.org

EXHIBIT D
PERFORMANCE MEASURES

1. Number of persons served (by household type)
2. Number of persons served who moved into housing (by household type)
3. Number of households served (by household type)
4. Number of households who moved into housing (by household type)
5. Physical and mental health conditions at start (by household type)
6. Living situation (prior to program entry, by household type)
7. Cash income ranges by start and annual assessment/exit status
8. Client cash income change income source by start and exit
9. Length of participation for leavers and stayers
10. Length of time between project start date and housing move in date (by household type)
11. Exit destination (by household type)

----- END OF PROGRAM: SCATTERED SITE PERMANENT SUPPORTIVE HOUSING -----

EXHIBIT D
PERFORMANCE STANDARDS

100% of households will be tracked in HMIS or a comparable database

100% of households entering program will meet HUD's definition of homelessness

100% of households will have a physical and/or mental health condition at start

80% of households will have a move in date within 30 days of start date

85% of households will remain permanently housed for 12 months

65% of households will assume a lease or maintain other permanent, stable housing upon exit

35% of households with a source of reportable income at program entry will increase income

----- END OF PROGRAM: SCATTERED SITE PERMANENT SUPPORTIVE HOUSING -----

EXHIBIT E
SPECIFIC CONDITIONS

N/A

----- END OF PROGRAM: SCATTERED SITE PERMANENT SUPPORTIVE HOUSING -----

**EXHIBIT F
PAYMENT**

Grantees will receive payment by one of the three payment methodologies (Advance Payment, Reimbursement or Working Capital Advance). Grantees will automatically be paid via Reimbursement Method unless a request for Advance Payment Method or Working Capital Advance Method is made using the IDHS Advance Payment Request Cash Budget Template (Cash Budget).

I. Advance Payment Method (Advance and Reconcile)

A. An initial payment will be processed in an amount equal to the first two months' cash requirements as reflected in the Advance Payment Requirements Forecast (Cash Budget) Form submitted with the Grantee's application. The initial payment will be processed upon execution of the grantee's Uniform Grant Agreement.

B. Grantees must submit monthly invoices in the format and method prescribed in the Grantee's executed Uniform Grant Agreement. Invoices must be submitted no later than 15 days following the end of any respective monthly invoice period, or as indicated in their UGA Exhibit F - Payments. Invoices must include only allowable incurred costs that have been paid by the Grantee. For programs that have Grantee matching requirements, allowable costs are only reimbursable when matching costs have also been incurred.

C. Subsequent monthly payments will be based on each monthly invoice submitted to the grant program, and will be adjusted up or down, based on a comparison of actual cumulative expenditures to cumulative advance payments, to date.

D. Grantees that do not expend all advance payment amounts by the end of the grant term or that are unable to demonstrate that all incurred costs were necessary, reasonable, allowable, or allocable as approved in their respective grant budget, must return the funds or be subject to grant funds recovery.

E. Grantees may be required to submit supporting documentation for their requests at the request of and in a manner prescribed by the Grantor.

F. Failure to abide by advance payment governance requirements may result in grantee losing their right to advance payments.

II. Reimbursement Method

A. IDHS will disburse payments to Grantee based on actual allowable costs incurred as reported in the monthly financial invoice submitted for the respective month, as described below.

B. Grantees must submit monthly invoices in a format prescribed by Grantor. Invoices must include all allowable incurred costs for the first and each subsequent month of operations until the end of the Award term. Invoices must be submitted no later than 15 days following the end of any respective monthly invoice period, or as indicated in their UGA Exhibit F - Payments. As practicable, Grantor shall process payment within 30 calendar days after receipt of the invoice, unless the State awarding agency reasonably believes the request to be improper.

EXHIBIT F
PAYMENT

C. Grantees may be required to submit supporting documentation for their requests at the request of and in a manner prescribed by the Grantor.

III. Working Capital Advance Method

A. IDHS Grant Program Managers will advance working capital payments to the grantee to cover their estimated disbursement needs for an initial period not to exceed two months of grant expenses. Startup costs may be approved if determined by IDHS Grant Program Managers to be allowable.

B. Grantees must submit monthly invoices for each of the one or two months covered by the Working Capital Advance in the format and method prescribed by the Grantor. Invoices must be submitted no later than 15 days following the end of any respective monthly invoice period, or as indicated in their UGA Exhibit F - Payments. Invoices must include only allowable incurred costs that have been paid by the grantee. For grant programs that have grantee matching requirements, allowable costs are only reimbursable when matching costs have also been incurred.

C. Grantees may be required to submit supporting documentation for their requests at the request of and in a manner prescribed by the Grantor.

D. Working Capital Advance Payments are limited to a single occurrence per grant term.

E. Following the initial working capital advance payment, grantees will be paid via reimbursement method unless an IDHS Advance Payment Request Cash Budget Template is submitted for Advanced Payment Method.

----- END OF PROGRAM: SCATTERED SITE PERMANENT SUPPORTIVE HOUSING -----

PART TWO –GRANTOR-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE**, Grantor has the following additional requirements for its Grantee:

**ARTICLE XXIII
ADDITIONAL CERTIFICATIONS**

23.1 **Certifications.** Grantee shall be responsible for compliance with the enumerated certifications to the extent that the certifications legally apply to Grantee:

(a) **Adult Protective Services Act.** Grantee certifies that it is in compliance with the Adult Protective Services Act to protect people with disabilities who are abused, neglected or financially exploited and who, because of their disability, cannot seek assistance on their own behalf. Anyone who believes a person with a disability living in a domestic setting is being abused, neglected or financially exploited must file a complaint with the Illinois Department on Aging. Grantee has an obligation to report suspected fraud or irregularities committed by individuals or other entities with whom it interacts on Grantor’s behalf and should make a report to the appropriate program office (320 ILCS 20/1 *et seq.*).

(b) **Grant Award Requirements.** Grantee certifies that it is in compliance with 45 CFR Part 93 and 45 CFR Part 94.

(c) **Business Entity Registration.** Grantee certifies that it is not required to register as a business entity with the State Board of Elections pursuant to the Procurement Code (30 ILCS 500/20-160 and 30 ILCS 500/50-37). Further, Grantee acknowledges that all contracts between State agencies and a business entity that do not comply with this Paragraph shall be voidable under Section 50-60 of the Procurement Code (30 ILCS 500/50-60).

**ARTICLE XXIV
ADDITIONAL TERMS**

24.1 **Renewal.** This Agreement may be renewed for additional periods by mutual consent of the Parties, expressed in writing and signed by the Parties. Grantee acknowledges that this Agreement does not create any expectation of renewal.

24.2 **Multiple Locations.** In the event that Grantee has more than one location, Grantee shall include in **EXHIBIT C** either (1) the address, phone number and hours of operation of each location, or (2) the address, phone number and hours of operation of Grantee’s primary location.

24.3 **Changes in Key Grant Personnel.** When it is specifically required as a condition of an Award, the replacement of the Program director or a key person or a substantial reduction in the level of their effort, e.g., their unanticipated absence for more than three (3) months, or a twenty-five percent (25%) reduction in the time devoted to the Award purposes, requires Prior Approval from Grantor. When it is specifically required as a condition of an Award, Prior Approval will be required for the replacement or the substantial reduction in the level of effort of other personnel whose work is deemed by Grantor to be critical to the Award's successful completion. All requests for approval of changes in key Grant personnel shall be signed by Grantee’s authorized representative

and submitted to the appropriate Grantor program personnel. Evidence of the qualifications for replacement personnel (such as a résumé) shall be included. 2 CFR 200.308.

24.4 Grant Funds Recovery. The provisions of 89 Ill. Admin. Code 511 shall apply to any funds awarded that are subject to the Illinois Grant Funds Recovery Act.

24.5 Employee and Subcontractor Background Checks. Grantee certifies that neither Grantee, nor any employee or subcontractor who works on Grantor's premises, has a felony conviction. Any request for an exception to this rule must be made in writing, listing the name of the individual, home address, type of conviction and date of conviction. Grantee will also supply Grantor with a list of individuals assigned to work on DHS' premises at least ten (10) working days prior to the start of their employment, unless circumstances prevent Grantee from giving a list within that time. If Grantee cannot provide a list, or the name of an individual, at least ten (10) working days prior to his/her employment, it shall do so as soon as possible. Grantor may conduct, at its expense, criminal background checks on Grantee's employees and subcontractors assigned to work on Grantor's premises. To the extent permitted by Illinois law, Grantee agrees to indemnify and hold harmless Grantor and its employees for any liability accruing from said background checks.

24.6 Gifts. In addition to the Gift ban described in Paragraph 22.1, Grantee will provide Grantor with advance notice of Grantee's provision of gifts, excluding charitable donations, given as incentives to community-based organizations in Illinois and clients in Illinois to assist Grantee in carrying out its responsibilities under this Agreement.

24.7 Current Contact Information and Notices. Grantee shall update its contact information, including email address, phone number and job title, in the Community Services Agreement (CSA) Tracking System under the My Info tab, when any such information changes. In addition, Grantee shall contact the DHS Office of Contract Administration when its mailing address changes to update that information. Grantee acknowledges and agrees that any notices from Grantor may be made to its mailing address, electronic mail (email) address, or facsimile (fax) telephone number, at Grantor's choosing. Such notice shall be effective upon dispatch.

24.8 Supplies Disposition. Grantee must obtain disposition instructions from Grantor when supplies, purchased in whole or in part with Grant Funds, are no longer needed for their intended purpose. Notwithstanding anything to the contrary contained within this Agreement, Grantor may require transfer of any supplies to Grantor or a third party for any reason, including, without limitation, an Award is terminated or Grantee no longer conducts Award activities. The Grantee shall properly maintain, track, use, store and insure the supplies according to applicable best practices, manufacturer's guidelines, federal and State laws or rules, including without limitation those contained at 2 CFR 200.310 to 2 CFR 200.326, and Department requirements stated herein. All obligations regarding use and ownership of supplies, purchased in whole or in part with Grant Funds, shall survive the termination of this Agreement.

24.9 Reporting Requirements. The reporting timeframes described in Paragraphs 10.1, 10.2, 11.1 and 11.2 are specified in EXHIBIT B.

ARTICLE XXV MONITORING AND INFORMATION

25.1 Monitoring of Conduct. In addition to ARTICLE IX of **PART ONE**, Grantor shall monitor Grantee's conduct under this Agreement which may include, but shall not be limited to, reviewing records of performance in accordance with administrative rules, license status review, fiscal and audit review, Agreement compliance and compliance with the affirmative action requirements of this Agreement. Grantor shall have the authority to

conduct announced and unannounced monitoring visits and Grantee shall cooperate with Grantor in connection with all such monitoring visits. Failure of Grantee to cooperate with Grantor in connection with announced and unannounced monitoring visits is grounds for Grantor's termination of this Agreement.

25.2 Requests for Information. Grantor may request, and Grantee shall supply, upon request, necessary information and documentation regarding transactions constituting contractual (whether a written contract exists or not) or other relationships, paid for with funds received hereunder. Documentation may include, but is not limited to, information regarding Grantee's contractual agreements, identity of employees, shareholders and directors of Grantee and any party providing services which will or may be paid for with funds received hereunder, including, but not limited to, management and consulting services rendered to Grantee.

25.3 Rights of Review. This ARTICLE XXV does not give Grantor the right to review a license that is not directly related to the Award being audited nor does it allow Grantor to unilaterally revoke a license without complying with all due process rights to which Grantee is entitled under Federal, State or local law or applicable rules promulgated by Grantor.

ARTICLE XXVI WORK PRODUCT

26.1 Assignment of Work Product. "Work Product" means all the tangible materials, regardless of format, delivered by Provider to DHS under this Agreement. Grantee assigns to Grantor all right, title and interest in and to Work Product. However, nothing in this Agreement shall be interpreted to grant Grantor any right, title or interest in Grantee's intellectual property that has been or will later be developed outside this Award.

26.2 License to Grantor. To the extent Grantee-owned works are incorporated into Work Product, Grantee grants to Grantor a perpetual, non-exclusive, paid-up, world-wide license in the use, reproduction, publication and distribution of such Grantee-owned works when included within the Work Product. Grantee shall not copyright Work Product without Grantor's prior written consent.

26.3 License to Grantee; Objections. Grantor grants to Grantee a perpetual, non-exclusive, paid-up license to publish academic and scholarly articles based upon the services rendered under this Agreement. All materials to be published shall first be submitted to Grantor at least forty-five (45) days prior to publication or other disclosure. Upon written objection from Grantor, Grantee shall excise any confidential information, as that term is defined in applicable State and Federal statutes, federal regulations and Grantor administrative rules, from materials before publication. Grantor may also object to the publication on grounds other than confidentiality. As to the latter objections, Grantee and Grantor will attempt to resolve Grantor's concerns within the forty-five (45) day review period, or as otherwise agreed between the Parties. Grantor waives any objections not made to Grantee in writing before expiration of the review period.

26.4 Unresolved Objections; Disclaimer. If Grantor's objections on grounds other than confidentiality are not resolved within the review period or other such time as agreed by the Parties, then Grantee may publish the materials but shall include therein the following disclaimer: "Although the research or services underlying this article were funded in whole or in part by the [Grantor], the [Grantor] does not endorse or adopt the opinions or conclusions presented in the article." Notwithstanding the above, Grantor shall not have the right to control or censor the contents of Grantee publications.

ARTICLE XXVII

POST-TERMINATION/NON-RENEWAL

27.1 Duties. Upon notice by Grantor to Grantee of the termination of this Agreement or notice that Grantor will not renew, extend or exercise any options to extend the term of this Agreement, or that Grantor will not be contracting with Grantee beyond the term of this Agreement, Grantee shall, upon demand:

(a) Cooperate with Grantor in assuring the transition of recipients of services hereunder for whom Grantee will no longer be providing the same or similar services or who choose to receive services through another Grantee.

(b) To the extent permitted by law, provide copies of all records related to recipient services funded by Grantor under this Agreement.

(c) Grant reasonable access to Grantor to any and all Program sites serving recipients hereunder to facilitate interviews of recipients to assure a choice process by which recipients may indicate provider preference.

(d) Provide detailed accounting of all service recipients' funds held in trust by Grantee, as well as the identity of any recipients for whom Grantee is acting as a representative payee of last resort.

27.2 Survival. The promises and covenants of this Article shall survive the Term of this Agreement for the purposes of the necessary transition of recipients of services hereunder.

**ARTICLE XXVIII
LINGUISTIC AND CULTURAL COMPETENCY GUIDELINES AND ASSURANCE**

28.1 Applicability. This Article does not apply to governmental bodies or institutions of higher education.

28.2 Plan Creation. For Grantees that do not have a Linguistic and Cultural Competency (LCC) Plan, the Grantee shall create its LCC Plan within one year following execution of this Agreement. The LCC Plan, including creation guidelines, is described on the Internet at <http://www.dhs.state.il.us/page.aspx?item=66602>.

28.3 Plan Implementation. For Grantees that have an LCC Plan, the Grantee certifies that it is updated annually to identify all goals met and to describe any efforts made toward meeting additional goals still in progress.

28.4 Plan Submission. Upon request, Grantee shall submit to the Grantor its LCC Plan, including any updates.

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PART THREE –PROJECT-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE** and Grantor-Specific Terms in **PART TWO**, Grantor has the following additional requirements for this Project:

**ARTICLE XXIX
ADDITIONAL REQUIREMENTS**

29.1 Program Manual. The related Program Manual, if applicable, can be found via the following DHS website: <http://www.dhs.state.il.us/page.aspx?item=29741> and is hereby incorporated into this Agreement.

29.2 Program Attachment. The related Program Attachment, if applicable, is H . It can be found via the following DHS website: <http://www.dhs.state.il.us/page.aspx?item=29741> and is hereby incorporated into this Agreement.

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**State of Illinois
UNIFORM GRANT BUDGET TEMPLATE**

Agreement Numbers. FCSDH07730

State Agency Illinois Department of Human Services

FY. 2025

Grantee MERCY COMMUNITIES INC

Notice of Funding Opportunity (NOFO) Number. N/A

Data Universal Number System (DUNS) Number 157039400

FEIN 371383599

Catalog of State Financial Assistance (CSFA) Number 444-80-3152

CSFA Short Description. SCATTERED SITE PERMANENT SUPP

Catalog of Federal Domestic Assistance (CFDA) Number N/A

CFDA Short Description. N/A

Section A: State of Illinois Funds

REVENUES	Total
State of Illinois Requested:	\$94,469.00
Budget Expenditure Categories	
1. Personnel (200.430)	\$28,143.75
2. Fringe Benefits (200.431)	\$5,449.97
3. Travel (200.475)	N/A
4. Equipment (200.439 and 200.436(a))	N/A
5. Supplies (200.1 and 200.453)	\$800.00
6. Contractual Services/Subawards (200.318 and 200.1)	N/A
7. Consultant (200.459)	N/A
8. Construction	N/A
9. Occupancy - Rent and Utilities (200.465 and 200.436(a))	\$49,176.00
10. Research and Development (R & D) (200.1)	N/A
11. Telecommunications	N/A
12. Training and Education (200.473)	N/A
13. Direct Administrative Costs (200.413)	\$6,900.00
14. Other or Miscellaneous Costs	\$4,000.00
15. Grant Exclusive Line Item(s)	N/A
16. Total Direct Costs (add lines 1-15) (200.413)	\$94,469.72
17. Indirect Cost (200.414)	N/A
Rate %: N/A	
Base: N/A	
18. Total Costs State Grant Funds Lines 16 and 17 MUST EQUAL REVENUE TOTALS ABOVE	\$94,469.00

Note: Total may be adjusted for rounding.



**State of Illinois
UNIFORM GRANT BUDGET TEMPLATE**

Agreement Numbers. FCSDH07730

State Agency Illinois Department of Human Services

FY. 2025

Grantee MERCY COMMUNITIES INC

Notice of Funding Opportunity (NOFO) Number. N/A

Data Universal Number System (DUNS) Number 157039400

FEIN 371383599

Catalog of State Financial Assistance (CSFA) Number 444-80-3152

CSFA Short Description. SCATTERED SITE PERMANENT SUPP

Catalog of Federal Domestic Assistance (CFDA) Number N/A

CFDA Short Description. N/A

Section B: Non-State of Illinois Funds

REVENUES	Total
b) Cash	N/A
c) Non-Cash	N/A
d) other Funding and Contributions	N/A
Total Non-State Funds (lined b through d)	N/A
Budget Expenditure Categories	
1. Personnel (200.430)	N/A
2. Fringe Benefits (200.431)	N/A
3. Travel (200.475)	N/A
4. Equipment (200.439 and 200.436(a))	N/A
5. Supplies (200.1 and 200.453)	N/A
6. Contractual Services/Subawards (200.318 and 200.1)	N/A
7. Consultant (200.459)	N/A
8. Construction	N/A
9. Occupancy - Rent and Utilities (200.465 and 200.436(a))	N/A
10. Research and Development (R & D) (200.1)	N/A
11. Telecommunications	N/A
12. Training and Education (200.473)	N/A
13. Direct Administrative Costs (200.413)	N/A
14. Other or Miscellaneous Costs	N/A
15. Grant Exclusive Line Item(s)	N/A
16. Total Direct Costs (add lines 1-15) (200.413)	N/A
17. Indirect Cost (200.414)	N/A
Rate %: N/A	
Base: N/A	
18. Total Costs Non-State Grant Funds Lines 16 and 17 MUST EQUAL REVENUE TOTALS ABOVE	N/A

Note: Total may be adjusted for rounding.



**State of Illinois
UNIFORM GRANT BUDGET TEMPLATE**

Agreement Numbers. **FCSDH07730**

State Agency Illinois Department of Human Services

FY. 2025

Grantee MERCY COMMUNITIES INC

Notice of Funding Opportunity (NOFO) Number. N/A

Data Universal Number System (DUNS) Number 157039400

FEIN 371383599

Catalog of State Financial Assistance (CSFA) Number 444-80-3152

CSFA Short Description. SCATTERED SITE PERMANENT SUPP

Catalog of Federal Domestic Assistance (CFDA) Number N/A

CFDA Short Description. N/A

Budget Narrative Summary

When you have completed the budget Category pages, the totals for each category should appear in the corresponding rows below. Additionally, the amount of State requested funds and non-State funds that will support the project are also listed. Verify the amounts and the Total Project Costs.

Budget Category	State	Non-State	Total
1. Personnel	\$28,143.75	N/A	\$28,143.75
2. Fringe Benefits	\$5,449.97	N/A	\$5,449.97
3. Travel	N/A	N/A	N/A
4. Equipment	N/A	N/A	N/A
5. Supplies	\$800.00	N/A	\$800.00
6. Contractual Services	N/A	N/A	N/A
7. Consultant (Professional Services)	N/A	N/A	N/A
8. Construction	N/A	N/A	N/A
9. Occupancy (Rent and Utilities)	\$49,176.00	N/A	\$49,176.00
10. Research and Development (R & D)	N/A	N/A	N/A
11. Telecommunications	N/A	N/A	N/A
12. Training and Education	N/A	N/A	N/A
13. Direct Administrative Costs	\$6,900.00	N/A	\$6,900.00
14. Other or Miscellaneous Costs	\$4,000.00	N/A	\$4,000.00
15. GRANT EXCLUSIVE LINE ITEM(S)	N/A	N/A	N/A
16. Total Direct Costs (add lines 1-15) (200.413)	\$94,469.72	N/A	\$94,469.72
17. Indirect Cost	N/A	N/A	N/A
State Request	\$94,469.00		
Non-State Amount		N/A	
TOTAL PROJECT COSTS			\$94,469.00

Note: Total may be adjusted for rounding.



Heartland Continuum of Care
3A-2a. Healthcare Formal
Agreements

Formal Agreement between MERCY and Central Counties Health Centers.....2



CENTRAL COUNTIES
HEALTH CENTERS

Making Quality Care Accessible

October 28, 2024

Dear Ms. Voils –

Central Counties Health Centers (CCHC) looks forward to working with MERCY Communities on the Permanent Supportive Housing for Families Expansion project and will be happy to provide ongoing onsite community health worker (CHW) assistance as well as coordinating healthcare for families as needed. CCHC offers primary care, prenatal, behavioral health, and dental services to many of those in our community without adequate access to care.

From September 1, 2025 to August 31, 2026, at least 1 CHW will spend 1 day per week (8 hours) with the clients of MERCY Communities. Based on the average cost of our CHW's of \$35/hour, this will have an approximate value of \$14,560. CHW's will assist in assessing the healthcare needs as well as other SDOH (social drivers of health) in order to best assist the client. This may include assisting the clients in obtaining health insurance through Medicaid or Marketplace, as well as coordinating care through appointments with our providers.

Thank you for allowing us to partner with you on this vital need in our community.

Sincerely,

Angel MacGibbon, CPA
Chief Financial Officer