

4B. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
1C-5. PHA Administration Plan–Homeless Preference	No	Attachment 1C-5 P...	09/11/2018
1C-5. PHA Administration Plan–Move-on Multifamily Assisted Housing Owners' Preference	No		
1C-8. Centralized or Coordinated Assessment Tool	Yes	Western PA CoC - ...	09/16/2018
1E-1. Objective Criteria–Rate, Rank, Review, and Selection Criteria (e.g., scoring tool, matrix)	Yes	Western PA CoC - ...	09/16/2018
1E-3. Public Posting CoC-Approved Consolidated Application	Yes		
1E-3. Public Posting–Local Competition Rate, Rank, Review, and Selection Criteria (e.g., RFP)	Yes	Western PA CoC - ...	09/16/2018
1E-4. CoC's Reallocation Process	Yes	Western PA CoC - ...	09/16/2018
1E-5. Notifications Outside e-snaps–Projects Accepted	Yes	Western PA CoC - ...	09/16/2018
1E-5. Notifications Outside e-snaps–Projects Rejected or Reduced	Yes	Western PA CoC - ...	09/16/2018
1E-5. Public Posting–Local Competition Deadline	Yes	Western PA CoC - ...	09/16/2018
2A-1. CoC and HMIS Lead Governance (e.g., section of Governance Charter, MOU, MOA)	Yes	CoC HMIS MOU	09/16/2018
2A-2. HMIS–Policies and Procedures Manual	Yes	HMIS Gov Charter	09/16/2018
3A-6. HDX–2018 Competition Report	Yes	Western PA CoC - ...	09/16/2018
3B-2. Order of Priority–Written Standards	No	PSH Prioritizatio...	09/16/2018

3B-5. Racial Disparities Summary	No	Racial Disparitie...	09/16/2018
4A-7.a. Project List–Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
Other	No		
Other	No		
Other	No		

Attachment Details

Document Description: Attachment 1C-5 PHA Admin Plan - Homeless Preference

Attachment Details

Document Description:

Attachment Details

Document Description: Western PA CoC - CE Assessment Tool

Attachment Details

Document Description: Western PA CoC - 1E-1

Attachment Details

Document Description:

Attachment Details

Document Description: Western PA CoC - 1E-3

Attachment Details

Document Description: Western PA CoC - 1E-4

Attachment Details

Document Description: Western PA CoC - project accept

Attachment Details

Document Description: Western PA CoC - project reduce

Attachment Details

Document Description: Western PA CoC - 1E-5 - 30 day deadline

Attachment Details

Document Description: CoC HMIS MOU

Attachment Details

Document Description: HMIS Gov Charter

Attachment Details

Document Description: Western PA CoC - HDX Competition Report

Attachment Details

Document Description: PSH Prioritization Policy

Attachment Details

Document Description: Racial Disparities Summary, PA-601

Attachment Details

Document Description:

Attachment Details

Document Description:

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Document Description:

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
4B. Attachments	Please Complete
Submission Summary	No Input Required

ATTACHMENT 1-C-5

PHA Administration Plan (Applicable Section(s) Only)

Attachment 1C-5 documents include the following:

- Lawrence County Housing Authority
 - Public Housing preference for homelessness
 - Housing Choice Voucher program preference for homelessness

- Mercer County Housing Authority
 - Public Housing preference for homelessness
 - Housing Choice Voucher program preference for homelessness

- Westmoreland County Housing Authority
 - Housing Choice Voucher program preference for homelessness

- McKean County Housing Authority
 - Housing Choice Voucher program preference for homelessness

Public Housing - Homeless Preference 2017 Agency Plan

- X Overhoused
- X Underhoused
- X Medical justification
- X Administrative reasons determined by the PHA (e.g., to permit modernization work)
- X Resident choice: (state circumstances below) *Any resident may request a transfer but if none of the reasons above apply they must pay a convenience transfer fee.*
- Other: (list below)

c. Preferences

1. X Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection (5) Occupancy)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- X Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- X Victims of domestic violence (VAWA)
- X Substandard housing
- X Homelessness
- X High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- X Working families and those unable to work because of age or disability
- X Veterans and veterans' families - *per PA Housing Authorities Law*
- X Residents who live and/or work in the jurisdiction *Families who live in jurisdiction*
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- X Victims of reprisals or hate crimes
- X Other preference(s) (list below)
Families referred by Children and Youth Services

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time - within the preference categories

Former Federal preferences:

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence (VAWA)
- 2 Substandard housing
- 2 Homelessness

4-III .C. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

PHA Policy

The PHA will offer a preference to those *Lawrence County, Pennsylvania (approved 9/17/2015)* families that have been terminated from the HCV program due to insufficient program funding.

The PHA will offer a displaced preference to those *Lawrence County, Pennsylvania (approved 9/17/2015)* families that can verify displacement through the following circumstances: unit is condemned as unfit to live in by another government agency due to landlord neglect, loss of housing due to natural disaster, foreclosure due to landlord failure to meet mortgage requirements, displacement due to domestic violence such preference to be verified by a current (issued not later than 60 days prior to application with the Section 8 program) Protection from Abuse order or similar government agency documentation relating to the imminent threat of bodily harm to the members of the household.

The PHA will offer a rent preference to those *Lawrence County, Pennsylvania (approved 9/17/2015)* families that can document that 50% of total household income is spent for rent and utilities for at least 3 consecutive and current months (to be verified by a current lease/rent receipts and current utility billings).

The PHA will offer a veteran's preference, in compliance with Act 188 of October 27, 2014 P.L. 2903; such veterans providing proof of service and having received an Honorable Discharge as verified (required) on form DD 214 (approved 9/17/2015).

The PHA will offer a preference to residents of Lawrence County, Pennsylvania that do not qualify for any of the above listed preferences (approved 9/17/2015).

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75% of the families admitted to the HCV program during the PHA's fiscal year. ELI families are those with annual incomes at or below 30% of the area median income. To ensure this requirement is met, a PHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary

Mercer County, PA Housing Authority

Public Housing - Homeless Preference

4-III.B. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use.

Local Preferences [24 CFR 960.206]

PHAs are permitted to establish local preferences and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources [24 CFR 960.206(a)].

PHA Policy

The PHA will use the following local preference:

In order to bring higher income families into public housing, the PHA will establish a preference for “working” families, where the head, spouse, cohead, or sole member is employed at least 20 hours per week. As required by HUD, families where the head and spouse, or sole member is a person age 62 or older, or is a person with disabilities, will also be given the benefit of the working preference [24 CFR 960.206(b)(2)].

Local Preferences

Local preferences will be used to select among applicants on the waiting list. Public hearing/ public notice with opportunity for public comment will be held before the PHA adopts any local preference.

The hearing will be publicized using the same guidelines as those for opening and closing the waiting list.

The notice will be distributed following the same guidelines as those used for opening or closing the waiting list.

The PHA uses the following Local Preferences:

Date and time of receipt of a completed application.

Families with Incomes Needed to Achieve De-concentration of Poverty and Income-Mixing: for families with incomes needed to achieve de-concentration of poverty and income-mixing goals.

Veteran preference: For honorably discharged veterans or surviving spouses of veterans.

Graduates of transitional housing programs: For homeless and victims of domestic abuse.

Mercer County (PA) Housing Authority Housing Choice Vouchers - Homeless Preference

Eligible Immigrants

Documents Required

All family members claiming eligible immigration status must declare their status in the same manner as U.S. citizens and nationals.

The documentation required for eligible noncitizens varies depending upon factors such as the date the person entered the U.S., the conditions under which eligible immigration status has been granted, age, and the date on which the family began receiving HUD-funded assistance. Exhibit 7-1 at the end of this chapter summarizes documents family members must provide.

PHA Verification [HCV GB, pp. 5-3 and 5-7]

For family members age 62 or older who claim to be eligible immigrants, proof of age is required in the manner described in 7-II.C. of this plan. No further verification of eligible immigration status is required.

For family members under the age of 62 who claim to be eligible immigrants, the PHA must verify immigration status with the United States Citizenship and Immigration Services (USCIS).

The PHA will follow all USCIS protocols for verification of eligible immigration status.

7-II.H. VERIFICATION OF PREFERENCE STATUS

The PHA must verify any preferences claimed by an applicant that determined placement on the waiting list.

PHA Policy

The PHA will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding. The PHA will verify this preference using the PHA's termination records.

The PHA will offer a preference for Graduates of Transitional Housing Programs. Currently the only recognized THP in Mercer County is the Shelter Plus Care Program.

The PHA will offer a preference for honorably discharged veterans and immediate family members living in the household. Immediate family members are mother, father, spouse, legal domestic partner, and child.

All preferences will be weighted equally then applications with preferences will be sorted in date and time order.

Westmoreland County, PA Housing Authority
Housing Choice Vouchers - Homeless Preference

- b. Disasters including, but not limited to:
 - 1) Fire
 - 2) Flood

- c. Verification must be provided in the form of a notice of displacement or letter of referral from the agency which displaced the applicant (i.e., Red Cross, Salvation Army, etc.).

- 5. **Homeless Preference** for a family that is a resident of Westmoreland County who
 - a. Lacks fixed, regular, and adequate nighttime residence; and,

 - b. Has primary nighttime residence that is a supervised public or privately operated shelter designated to provide temporary living; and,

 - c. Provides documentation from the shelter that indicates the family has resided at the shelter for at least 30 days. If the applicant meets the 30-day criteria but has moved from the shelter, a determination will be made on a case-by-case basis regarding retention of the preference. The applicant will be considered to be "homeless" if one of the following criteria exists:
 - 1) The applicant has moved from the shelter but has not relocated to permanent housing (i.e., is staying with relatives or friends).

 - 2) Prior to processing the application, the PHA may require a second certification from the same source that the applicant is not yet permanently housed and has been continuously homeless or temporarily housed since claiming the preference.

 - 3) If a family is in transitional housing and wishes the PHA to hold the family's place on the waiting list, a statement is required from the agency providing the transitional housing.

 - d. Verification must be provided in the form of a referral letter from the homeless shelter provider.

- 6. **Veteran's Preference** will be extended to residents of Westmoreland County:
 - a. Current members of the U. S. Armed Forces
 - b. Veterans with an honorable discharge
 - c. Spouses or surviving spouses of veterans



415 W. Main Street
Smethport, PA 16749
(814) 887-5563
Relay #: 711

McKean County Redevelopment & Housing MCHA

Section 8 Program Administrative Plan

(Approved by the Board of Commissioners on July 12, 2018)

McKean County Redevelopment & Housing MCHA

Section 8 Program

**415 W. Main Street
Smethport, PA 16749**

**Alcherrie Williams
Executive Director**

Chapter 4

ESTABLISHING PREFERENCES AND MAINTAINING THE WAITING LIST

INTRODUCTION

It is MCHA's objective to ensure that the families are placed in the proper order on the waiting list so that an offer of assistance is not delayed to any family, or made to any family prematurely.

It explains the local preferences which MCHA has adopted to meet local housing needs.

By maintaining an accurate waiting list, MCHA will be able to perform the activities which ensure that an adequate pool of qualified applicants will be available so that program funds are used in a timely manner.

A. APPLICATION POOL

The waiting list will be maintained in accordance with the following guidelines:

1. The application will be a permanent file.
2. All applicants in the pool will be maintained in order of preference (local only). Applications equal in preference will be maintained by date and time sequence.
3. All applicants must meet "Very Low Income" eligibility requirements as established by HUD. Any exceptions to these requirements, other than those outlined in Chapter 2, "Eligibility for Admission," must have been approved previously by the HUD Field Office.

B. WAITING LIST PREFERENCES

MCHA will use the following preferences:

MCHA maintains 7 categories for use in selecting applicants for participation in the Public Housing program. Six of the seven categories are for applicants who claim specific preferences and the seventh category is for applicants who claim no preference.

1. McKean County Resident – Family must reside in McKean County or have gainful employment within the county.
2. Elderly/Disabled – Families whose head, spouse, or sole member is age sixty-two (62) or older, or is receiving Social Security disability benefits, Supplemental Security Income (SSI) disability benefits, or any other payments based on an individual's inability to work due to a disability. Section 223 of the Social Security Act defines disability as the inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment, which has lasted or can be expected to last for a continuous period of not less than 12 months. MCHA uses a different definition of "disability" in the context of reasonable accommodations, as required by federal and state law.



3. Veteran – Families with a Head of Household, spouse, or co-applicant who is on active or reserve duty with, or has received an honorable discharge from a branch of the United States Armed Forces within one (1) year of the date of application.
4. Working Families – Verification of gainful employment (at least 20 hours weekly) from continuing employment by the Head of Household, spouse, and/or co-applicant at the time the preference is claimed.
5. Domestic Violence/Homeless – must provide documentation from the YWCA, law enforcement agencies, social service agency, or court of competent jurisdiction, or a clergyman, physician or public or private facility that provides shelter or counseling to the victims of domestic violence. They must also complete form 50066. Applicants who qualify for this preference if they meet the HUD definition of homeless. Applicants must provide homeless verification from the McKean County Housing Authorities Housing and Homeless Services.

HUD Definition of homelessness:

- Currently living in a car, on the street, or another place not mean for human habitation.
 - Currently living in an emergency shelter, transitional housing, or a hotel/motel paid for by a charitable organization.
 - Exiting an institution, including a hospital, substance abuse or mental health treatment facility, or jail/prison, where application stayed for 90 days or less. The applicant must have lived in an emergency shelter or place not meant for human habitation immediately before entering that institution.
 - Fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or other dangerous or life threatening conditions for your or a family member, including a child, that has either taken place within your family's primary nighttime residence or has made you afraid to return to your primary nighttime residence and has nowhere else to live and also lack the resources or support networks, including family, friends, faith-based, or other social networks, to obtain other permanent housing.
6. Homeless Transition Aged Youth – Young adults between the ages of 18 and 24 who meet the HUD definition of homeless. Applicant must provide homeless verification from the McKean County Housing Authorities Housing and Homeless Services.
 7. No Preference - Families who claim no preference

Applicant families may qualify and apply for a "Local" or a "Need-Based" preference, or they may qualify and apply for both. The family will be offered a unit when their name reaches the top of the Waiting List in any preference category. Applicants will not be permitted to retain their original Master List number on any Waiting List when they have been offered a housing unit and they reject or fail to reply to the notification of available housing unit. Applicants who are otherwise eligible and certify their preference(s) will be placed on the Waiting List in the proper preference category(ies) in accordance with their Master Waiting List number. As such, if an applicant claims more than one preference he/she may have a different ranking in each preference category depending on his/her Master Waiting List Number and the number of applicants who have claimed the same preference.





WESTERN PA COC: Updated 2018 Renewal Ranking Calculator (2)

1 message

Western PA CoC <westerncoc@pennsylvaniacoc.org>

Fri, Aug 24, 2018 at 12:33 AM

Reply-To: westerncoc@pennsylvaniacoc.org

To: westerncoc@pennsylvaniacoc.org

Cc: Judy Smith <jcsmith@cemhmr.com>, Amanda Feltenberger <afeltenb@co.butler.pa.us>, akennedy@co.butler.pa.us, ambrose@wfcaa.org, Amanda McDivitt <amcdivitt@westmorelandca.org>, "Rose, Allyson" <arose@co.butler.pa.us>, "Rosman, Amy" <arosman@ccc-j.com>, Amy Switalski <aswitalski@co.greene.pa.us>, bcha@housingauthority.com, "Bercini, Jason" <bercinij@co.washington.pa.us>, ccraft@jccap.org, Carrie Linz <Clinz@chapsinc.org>, dand@armstrongcap.com, dfowkes@co.venango.pa.us, dgartland@citymission.org, Deb Hennon <dhennon@crisishelter.org>, djb@capmercer.org, DuBois Housing <duboisha@duboishousing.org>, edr@capmercer.org, CAPSEA Billie Jo Weyant <elkcapsea@windstream.net>, Warren Forest Counties Economic Opportunity Council <fralick@wfcaa.org>, Heather Phirl <hphirl@fcca.org>, igaut@citymissionfayette.org, Jamie <jamie@voiceforvictims.com>, jbrown@crisishelter.org, jbrown@westmorelandca.org, Jeff Boarts <jeffb@armstrongcap.com>, jhajak@caswg.org, "Johnson, Jennifer" <johnsonj@co.washington.pa.us>, kbennett@co.greene.pa.us, Kathy Presnar <kpresnar@lccap.org>, "Thompson, Linda" <LThompson@mckeancountypa.org>, lburrik@sphs.org, lindaco@armstrongcap.com, Lynn McUmber <lmcumber@chapsinc.org>, Martha Brown <Martha@housingauthority.com>, mbarczak@nccdc.com, Michelle Faught <mfaught@jccap.net>, Mary Jeanne Gavin <mgavin@cvsvenango.com>, Marlene Meagher <mmeagher@jccap.net>, Pat Owoc <powoc@co.venango.pa.us>, raible@wfcaa.org, rcardamone@jccap.org, Ronald Haywood <rhaywood@humanservicescenter.net>, Rita Masi <rmasi@fcca.org>, "Rhodes, Rodney B." <rrhodes@jccap.org>, sconnelly@crisishelter.org, scoston@cvsvenango.com, sfruit@crisishelter.org, Sharon Fuller <fuller@chapsinc.org>, "Fusco, Susan K." <sfusco@jccap.org>, Sarah Grunthaler <sgrunthaler@cemhmr.com>, shimes@jccap.org, slindsay@citymission.org, Grishma Solanki <solankig@aadvantageinc.org>, Steve Plyler <splyler@humanservicescenter.net>, Stacey Sennett <ssennett@westmorelandca.org>, Tammy Roache <thpcoordinator@hotmail.com>, twaltenbaugh@westmorelandca.org, Dan Carney <unionmissionoflatrobe@mail.com>, Vicki Vasile <vvasile@nccdc.com>, vyauger@citymissionfayette.org, William Leach <wleach@sphs.org>, Madra Clay <maclay@pa.gov>, breaman@pa.gov, DCED Sgizmo <dweathingt@pa.gov>, jcampbell@chapsinc.org, Ronald.christopher@va.gov, vicar@trinitynewcastle.org, Kim Stucke <kmstucke@stairwaysbh.org>, wendy.kinnear@miu4.org, dbartha@phfa.org, Jo Ann Jankoski <Jxj17@psu.edu>, Tammy Knouse <tknouse@fcca.org>, vkarabin@pa.gov, Fran Billen <fbillen56@gmail.com>, Leigh Howard <leigh@dma-housing.com>, Fern Cutler <fern@dma-housing.com>, Barbara Hodas <barbara@dma-housing.com>, Christy Rubenstein <christy@dma-housing.com>, Ciarra Karnes <ciarra@dma-housing.com>, Western PA CoC Staff <westernpa@dma-housing.com>, c-briamill@pa.gov

Good evening - the attached Renewal Ranking Calculator has been updated based on information provided today. We will continue providing updates throughout the review period.
Thank you!

On Wed, Aug 22, 2018 at 10:35 PM, Western PA CoC <westerncoc@pennsylvaniacoc.org> wrote:

Good evening FY2018 CoC Renewal Grantees,

****Please read this email in its entirety, as this email pertains to the renewal project scoring and ranking process.**

Attached you will find the 2018 Renewal Ranking Calculator. This document has been created using data submitted through each project's Renewal Summary Form, eLOCCS documentation, APR documentation, meeting attendance records, and data entered into PA-HMIS or HMIS Comparable database.

NOTE: One data element has not yet been scored, Criteria # 10 Application Narrative. Scoring of the narrative from your renewal project application will be included in the final version of the Calculator.

Please review the Ranking Calculator for accuracy. If something does not seem correct, please review the information that you originally submitted to DMA via the Dropbox and/or your data in PA-HMIS. If you identify an error or have a question about the scoring criteria, **please contact DMA prior to 2pm on August 29**. Errors submitted after 2pm on August 29 will not be addressed.

- To assist with your review of your HMIS data, DCED has created the attached "CoC Ranking HMIS Details Guide", which will walk you through the data pulled from PA-HMIS.

Process for reporting an error or submitting a question:

- Send an email to westerncoc@pennsylvaniacoc.com
- Use the subject line: West Scoring Error – YOUR ORGANIZATION NAME
- Within the body of the email please provide a description of the error and reference the relevant ranking criteria number, per the attached “Western PA CoC: 2018 Renewal Scoring Sheet”. If appropriate, please provide any relevant supporting documentation.

If your issue cannot be resolved through DMA or PA-HMIS staff, you will have the opportunity to appeal your ranking score to the CoC’s Funding Committee.

Process for filing an appeal to Funding Committee:

- By August 29 at 2pm, send an email to westerncoc@pennsylvaniacoc.org
- Use the subject line: West Scoring Appeal – YOUR ORGANIZATION NAME
- Please provide a written description of your issue, why this issue could not be corrected by DMA and/or PA-HMIS staff, as well as any supporting documentation. This document will be provided to members of the Western PA CoC’s Funding Committee and discussed during their next meeting.

Attached you will find the following relevant documents:

- FY2018 Western PA CoC Renewal Ranking Calculator (which is a very large Excel file with many tabs)
- Western PA CoC: 2018 Renewal Scoring Sheet
- CoC Ranking HMIS Details Guide

Please let us know before August 29 at 2pm if you have any questions using the above described procedure.

Thank you, Leigh

--

DMA - Diana T. Myers & Associates, Inc.
CoC Consultants for the Western PA Balance of State CoC
(215) 576-1558
westerncoc@pennsylvaniacoc.org

 **FY18 Western CoC Ranking Calculator v3.xlsm**
598K

Western PA CoC: 2018 Renewal Project Survey

Response ID:19 Data

1. (untitled)

Please fill out the following survey for each CoC-funded renewal project eligible for renewal through the FY18 CoC NOFA Competition.

1. Agency Name

Crisis Shelter of Lawrence County

2. Project Name

Crisis Shelter of Law Co TH

3. Project Type

Transitional Housing

4. Please provide the following contact information for the project's primary contact.

Name : Debby Hennon

Phone : 724 699-1132

Email : dhennon@crisisshelter.org

Please answer the below questions regarding your plans to renew this project with no changes, voluntarily reallocate funding, transition this project to a new project type, consolidate two or more projects, or expand this project.

5. I plan to renew this project with no changes.

no

6. I would like to voluntarily reallocate funds from this project

Yes - reallocate full grant amount

7. Please provide the reasons you are interested in reallocating all or a portion of this grant.

We are going to try to reapply for the new TH/RRH program for Domestic Violence Victims

8. I am interested in submitting an application for this project as a Transition Grant this year.

yes

9. If yes, the project type for the new project would be which of the following.

TH/RRH Joint Component

10. I am interested in consolidating this project with one or more other projects.

no

11. I am interested in expanding this project.

Please note that the CoC does not guarantee that funding will be available for project expansion. Agencies interested in expansion will be required to compete for new CoC funding through the process set forth by the CoC.

no

2. Thank You!

Thank you for taking this survey. Please remember to complete a survey for each project eligible for renewal operated by your agency.

Response ID: 19

Survey Submitted:	Jul 10, 2018 2:31 pm
IP Address:	23.25.77.177
Language:	English (en-US,en;q=0.9)
User Agent:	Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/67.0.3396.99 Safari/537.36
Http Referrer:	https://www.surveygizmo.com/s3/4452256/Western-PA-CoC-2018-Renewal-Project-Survey
Page Path:	1 : (untitled) (SKU: 1) 2 : Thank You! (SKU: 2)
SessionID:	1531247346_5b44faf2cb7b44.00330126



Leigh Howard <leigh@dma-housing.com>

PA-601 Notification of Project Acceptance/Rejection for 2018 CoC Competition

1 message

Western PA CoC <westerncoc@pennsylvaniacoc.org>
Reply-To: Western PA CoC <westerncoc@pennsylvaniacoc.org>
To: leigh@dma-housing.com

Mon, Sep 3, 2018 at 4:43 PM

[View this email in your browser](#)



IMPORTANT INFORMATION

**The below is an important notice regarding
the FY 2018 CoC NOFA Competition.**

Dear Western PA CoC grantees, members and stakeholders -

This email summarizes the list of projects that have been accepted by the CoC and will be included in the Western PA CoC Project Priority List for funding. This includes: renewal projects being submitted at the Annual Renewal Amount shown on the Grant Inventory Worksheet; renewal projects with partial funding reallocated; new project applications received by the CoC; new projects approved and their budgets. Please note that all projects that are being fully or partially reallocated have been informed of the reallocation prior to the distribution of this email.

RENEWAL PROJECTS

The following 71 renewal projects have been accepted by the CoC and will be included in the Project Priority Listing submitted to HUD. Each of these projects will be funded at the full Annual Renewal Amount, as indicated on the CoC's 2018 Grant Inventory Worksheet. Listed in alphabetical order:

- Armstrong County Community Action Agency, Armstrong County Permanent Supportive Housing Program, \$122,280
- Armstrong County Community Action Agency, Armstrong-Fayette Rapid Rehousing Program, \$105,595
- Armstrong County Community Action Agency, Rapid rehousing Program of Armstrong County, \$136,434
- Cameron/Elk Counties Behavioral & Developmental Programs, AHEAD, \$73,679
- Cameron/Elk Counties Behavioral & Developmental Programs, Home Again, \$141,808
- CAPSEA, Inc., Housing Plus, \$125,769
- City Mission-Living Stones, Inc., Gallatin School Living Centre, \$124,773
- Commonwealth of PA, Commonwealth of PA HMIS (PA-601) Expansion, \$128,098
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NEW PROJECTS – DOMESTIC VIOLENCE (DV) BONUS

In addition to the regular Bonus, the CoC is also eligible to apply for up to \$912,126 in funding to expand resources to serve survivors of Domestic Violence. The CoC issued RFPs for DV-dedicated TH/RRH Joint Component projects, Coordinated Entry funding to support DV Assessment Centers and Rapid Re-Housing applications from DV organizations to be submitted as sub-recipients under an application to be submitted by the Pennsylvania Coalition on Domestic Violence (PCADV). All applications submitted will be accepted. This includes:

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- Crisis Shelter of Lawrence County, TH/RRH Joint Component, Budget = \$207,922 (approved for full budget requested)
- Lawrence County Social Services, Inc., Coordinated Entry DV Assessment Center Funding, Budget = \$95,884 (approved for full budget requested)

If you have any questions, please contact the CoC's Consultant, Diana T. Myers & Associates, Inc. (DMA) at westerncoc@pennsylvaniacoc.org

The CoC's final ranking will be released by the end of this week, which will include the ranking of all renewal and new projects to be submitted with the FY2018 CoC Consolidated Application.

Thank you for your participation in the Western PA CoC and your ongoing commitment and efforts to end homelessness,
Leigh Howard (on behalf of the Western PA CoC Governing Board)

Visit the NOFA page on the Western PA CoC website

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Our mailing address is:

c/o Diana T. Myers & Associates, Inc. (DMA)
[7900 Old York Road, Suite 108-B, Elkins Park, PA 19027](#)

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Leigh Howard <leigh@dma-housing.com>

PA-601 Notification of Project Acceptance/Rejection for 2018 CoC Competition

1 message

Western PA CoC <westerncoc@pennsylvaniacoc.org>
Reply-To: Western PA CoC <westerncoc@pennsylvaniacoc.org>
To: leigh@dma-housing.com

Mon, Sep 3, 2018 at 4:43 PM

[View this email in your browser](#)



IMPORTANT INFORMATION

**The below is an important notice regarding
the FY 2018 CoC NOFA Competition.**

Dear Western PA CoC grantees, members and stakeholders -

This email summarizes the list of projects that have been accepted by the CoC and will be included in the Western PA CoC Project Priority List for funding. This includes: renewal projects being submitted at the Annual Renewal Amount shown on the Grant Inventory Worksheet; renewal projects with partial funding reallocated; new project applications received by the CoC; new projects approved and their budgets. Please note that all projects that are being fully or partially reallocated have been informed of the reallocation prior to the distribution of this email.

RENEWAL PROJECTS

The following 71 renewal projects have been accepted by the CoC and will be included in the Project Priority Listing submitted to HUD. Each of these projects will be funded at the full Annual Renewal Amount, as indicated on the CoC's 2018 Grant Inventory Worksheet. Listed in alphabetical order:

- Armstrong County Community Action Agency, Armstrong County Permanent Supportive Housing Program, \$122,280
- Armstrong County Community Action Agency, Armstrong-Fayette Rapid Rehousing Program, \$105,595
- Armstrong County Community Action Agency, Rapid rehousing Program of Armstrong County, \$136,434
- Cameron/Elk Counties Behavioral & Developmental Programs, AHEAD, \$73,679
- Cameron/Elk Counties Behavioral & Developmental Programs, Home Again, \$141,808
- CAPSEA, Inc., Housing Plus, \$125,769
- City Mission-Living Stones, Inc., Gallatin School Living Centre, \$124,773
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Visit the NOFA page on the Western PA CoC website

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Our mailing address is:

c/o Diana T. Myers & Associates, Inc. (DMA)
[7900 Old York Road, Suite 108-B, Elkins Park, PA 19027](#)

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MEMORANDUM OF UNDERSTANDING

Between

PA WESTERN REGION CONTINUUM OF CARE BOARD

And the

HOMELESS MANAGEMENT INFORMATION SYSTEM LEAD AGENCY:

PA Department of Community & Economic Development

This Memorandum of Understanding (MOU) is entered into this eight day of September, 2016, by and between the *PA Western Region Continuum of Care Board (CoC Board)* and the *Pennsylvania Department of Community and Economic Development (DCED)*.

BACKGROUND:

WHEREAS the *CoC Board* shall serve the geographic area of the PA Western Region Continuum of Care (CoC), which includes all of Northwest and Southwest Regional Homeless Advisory Board (RHAB), to:

- Promote Community-wide commitment to the goal of ending homelessness;
- Provide funding for efforts by nonprofit providers, States and local governments to re-house homeless individuals and families rapidly while minimizing the trauma and dislocation caused to homeless individuals, families, and communities as a consequence of homelessness;
- Promote access to and effective use of mainstream programs by homeless individuals and families;
- Optimize self-sufficiency among individuals and families experiencing homelessness; and

WHEREAS the *CoC Board* shall develop policies and procedures conforming to the U.S. Department of Housing and Urban Development (HUD) requirements detailed in 24 CFR part 578.7 to designate a CoC Homeless Management Information System (HMIS) Lead Agency to serve as the HMIS Lead to administer the HMIS to support year-round administration for the collection and support of a data management system of homeless and homeless prevention housing and services; and

WHEREAS *DCED* has been designated as the HMIS Lead Agency, and as such is the sole eligible applicant for the HUD CoC HMIS Program Grant funds, and shall manage the required HUD process on behalf of the *CoC Board* to ensure the maximum amount of funds are received by the CoC jurisdiction and that the CoC is in compliance with all applicable HUD rules and regulations.

NOW, THEREFORE, the parties to this MOU set forth the following as the terms and conditions of their understanding:

ROLES AND RESPONSIBILITIES OF THE HMIS LEAD AGENCY:

- I. Assure that there is an effective performance management system through HMIS to ensure progress in meeting established project and continuum outcomes.
- II. Designate a single HMIS software solution for the geographic area.
- III. Ensure the HMIS is administered in compliance with requirements prescribed by HUD;
- IV. Keep the *CoC Board* up to date on relevant changes in HUD HMIS Data Standards and Technical Standards.
- V. To the extent possible, ensure that projects using an alternate data collection system (such as Victim Service Providers) are compliant with maintaining a “comparable database” and collecting the necessary HMIS data elements.
- VI. Ensure the consistent participation of recipients and sub-recipients in the Collaborative.
- VII. Provide a Quarterly HMIS report.
- VIII. Conduct the HUD CoC Program Renewal Grant process and advocate for the needs of the CoC funded projects.
- IX. Produce Annual Reports including:
 - a. HUD System Performance Measures Report
 - b. Point in Time count (PIT)
 - c. Housing Inventory Chart (HIC)
 - d. Annual Homeless Assessment Report (AHAR)
 - e. CoC Ranking and Review process
- X. Produce CoC Performance targets appropriate for each population and program type based on HUD performance standards identified in HUD guidance, Notice of Funding Availability (NOFA) and notices.
- XI. Conduct Performance Monitoring, Evaluation and Reporting of all CoC Program, Emergency Solutions Grant (ESG) program, Supportive Services for Veteran Families (SSVF) program, Runaway Homeless Youth (RHY) program, and Projects for Assistance in Transition from Homelessness (PATH) program Recipients and Sub-recipients.
- XII. Coordinate and facilitate collaboration, training and technical assistance among agencies to ensure successful planning and partnerships in the CoC geographic area.

ROLES AND RESPONSIBILITIES OF THE CoC BOARD:

- I. Ensure that the funds and resources needed by the HMIS Lead Agency for its work outlined in the roles and responsibilities are adequate and available.

- II. Approve policies and procedures for the performance monitoring, evaluation and reporting of all HMIS activities.
- III. Ensure that any potential and or perceived conflicts of interest are addressed in an effective, open, and timely manner.
- IV. Collaborate to secure and align local public and private funds, state funds, and federal funds to prevent and end homelessness.
- V. Review and approve the funding application and response to HUD's annual CoC Program NOFA for homelessness assistance resources.
- VI. Approve CoC Performance targets appropriate for each population and program type.
- VII. Provide to the HMIS Lead Agency, an annual planning timeline to include data information as needed.
- VIII. Conduct a bi-annual performance review of the HMIS Lead Agency.

DURATION AND RENEWAL:

Except as provided in the TERMINATION section, the duration of the MOU shall be from September 8, 2016 through March 31, 2017. This agreement shall renew automatically unless either party gives notification pursuant to TERMINATION section.

AMENDMENTS/NOTICES:

This MOU may be amended in writing by either party and is in effect upon signature of both parties. Notices shall be mailed, emailed or delivered to:

- I. Co-Chairs of the Western PA Continuum of Care Board
- II. Director, Center for Compliance, Monitoring and Training, DCED

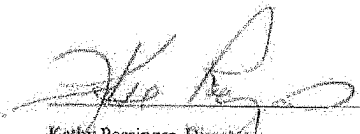
TERMINATION:


Either party may terminate this MOU at a date prior to the renewal date specified in the MOU by giving 120 days written notice to the other party. If the HUD CoC Program Planning Grant funds relied upon to undertake activities described in the MOU are withdrawn or reduced, or if additional conditions are placed on such funding, any party may terminate this MOU within 30 days by providing written notice to the other party. The termination shall be effective on the date specified in the notice of termination.


NO CONTRACTUAL RIGHTS OR OBLIGATIONS:

This MOU is not intended to and does not create any contractual rights or obligations with respect to the signatory entities or any other parties.

IN WITNESS WHEREOF, the parties to this MOU have executed it through their respective duly authorized officers, as of the date first written above.

 9/8/16
Kathy Possinger, Director (Date)
Center for Compliance, Monitoring and Training
PA Department of Community & Economic Development

 9/9/16
Linda Thompson (Date)
Co-Chair
PA Western Region Continuum of Care Board

 9/8/16
Tammy Knouse (Date)
Co-Chair
PA Western Region Continuum of Care Board

2018 HDX Competition Report

PIT Count Data for PA-601 - Western Pennsylvania CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count	986	837	748
Emergency Shelter Total	445	451	435
Safe Haven Total	41	38	9
Transitional Housing Total	431	285	266
Total Sheltered Count	917	774	710
Total Unsheltered Count	69	63	38

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	32	29	46
Sheltered Count of Chronically Homeless Persons	27	21	37
Unsheltered Count of Chronically Homeless Persons	5	8	9

2018 HDX Competition Report

PIT Count Data for PA-601 - Western Pennsylvania CoC

Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	137	98	89
Sheltered Count of Homeless Households with Children	136	94	87
Unsheltered Count of Homeless Households with Children	1	4	2

Homeless Veteran PIT Counts

	2011	2016	2017	2018
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	114	119	94	102
Sheltered Count of Homeless Veterans	113	118	92	97
Unsheltered Count of Homeless Veterans	1	1	2	5

2018 HDX Competition Report
HIC Data for PA-601 - Western Pennsylvania CoC

HMIS Bed Coverage Rate

Project Type	Total Beds in 2018 HIC	Total Beds in 2018 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	688	219	165	35.18%
Safe Haven (SH) Beds	15	0	15	100.00%
Transitional Housing (TH) Beds	345	68	242	87.36%
Rapid Re-Housing (RRH) Beds	480	0	480	100.00%
Permanent Supportive Housing (PSH) Beds	1231	85	922	80.45%
Other Permanent Housing (OPH) Beds	11	0	0	0.00%
Total Beds	2,770	372	1824	76.06%

2018 HDX Competition Report
HIC Data for PA-601 - Western Pennsylvania CoC

PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC	2018 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	841	849	845

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

Households with Children	2016 HIC	2017 HIC	2018 HIC
RRH units available to serve families on the HIC	54	70	84

Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC	2018 HIC
RRH beds available to serve all populations on the HIC	408	368	480

2018 HDX Competition Report

FY2017 - Performance Measurement Module (Sys PM)

Summary Report for PA-601 - Western Pennsylvania CoC

Measure 1: Length of Time Persons Remain Homeless

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

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

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

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2016	FY 2017	Submitted FY 2016	FY 2017	Difference	Submitted FY 2016	FY 2017	Difference
1.1 Persons in ES and SH	1350	1331	75	82	7	23	26	3
1.2 Persons in ES, SH, and TH	2046	1970	126	127	1	35	38	3

b. This measure is based on data element 3.17.

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

The construction of this measure changed, per HUD's specifications, between FY 2016 and FY 2017. HUD is aware that this may impact the change between these two years.

2018 HDX Competition Report
FY2017 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2016	FY 2017	Submitted FY 2016	FY 2017	Difference	Submitted FY 2016	FY 2017	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	1350	3114	98	88	-10	28	32	4
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	2046	3662	144	139	-5	40	41	1

2018 HDX Competition Report

FY2017 - Performance Measurement Module (Sys PM)

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

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

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

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2017	% of Returns	FY 2017	% of Returns	FY 2017	% of Returns	FY 2017	% of Returns
Exit was from SO	0	0		0		0		0	
Exit was from ES	592	55	9%	27	5%	45	8%	127	21%
Exit was from TH	336	12	4%	10	3%	18	5%	40	12%
Exit was from SH	83	12	14%	8	10%	8	10%	28	34%
Exit was from PH	652	5	1%	12	2%	25	4%	42	6%
TOTAL Returns to Homelessness	1663	84	5%	57	3%	96	6%	237	14%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

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FY2017 - Performance Measurement Module (Sys PM)

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

	January 2016 PIT Count	January 2017 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	986	837	-149
Emergency Shelter Total	445	451	6
Safe Haven Total	41	38	-3
Transitional Housing Total	431	285	-146
Total Sheltered Count	917	774	-143
Unsheltered Count	69	63	-6

Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2016	FY 2017	Difference
Universe: Unduplicated Total sheltered homeless persons	2046	1970	-76
Emergency Shelter Total	1177	1247	70
Safe Haven Total	173	84	-89
Transitional Housing Total	696	639	-57

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FY2017 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	393	425	32
Number of adults with increased earned income	67	78	11
Percentage of adults who increased earned income	17%	18%	1%

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	393	425	32
Number of adults with increased non-employment cash income	86	109	23
Percentage of adults who increased non-employment cash income	22%	26%	4%

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	393	425	32
Number of adults with increased total income	138	164	26
Percentage of adults who increased total income	35%	39%	4%

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Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	517	427	-90
Number of adults who exited with increased earned income	100	100	0
Percentage of adults who increased earned income	19%	23%	4%

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	517	427	-90
Number of adults who exited with increased non-employment cash income	93	67	-26
Percentage of adults who increased non-employment cash income	18%	16%	-2%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	517	427	-90
Number of adults who exited with increased total income	179	156	-23
Percentage of adults who increased total income	35%	37%	2%

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

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

	Submitted FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	1640	1523	-117
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.	176	171	-5
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)	1464	1352	-112

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

	Submitted FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	2730	2623	-107
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.	278	354	76
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.)	2452	2269	-183

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

This Measure is not applicable to CoCs in FY2017 (Oct 1, 2016 - Sept 30, 2017) reporting period.

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

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

	Submitted FY 2016	FY 2017	Difference
Universe: Persons who exit Street Outreach	0	3	3
Of persons above, those who exited to temporary & some institutional destinations	0	1	1
Of the persons above, those who exited to permanent housing destinations	0	0	0
% Successful exits		33%	

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

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FY2017 - Performance Measurement Module (Sys PM)

	Submitted FY 2016	FY 2017	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	2336	2275	-61
Of the persons above, those who exited to permanent housing destinations	1474	1487	13
% Successful exits	63%	65%	2%

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

	Submitted FY 2016	FY 2017	Difference
Universe: Persons in all PH projects except PH-RRH	971	994	23
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	907	993	86
% Successful exits/retention	93%	100%	7%

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FY2017 - SysPM Data Quality

PA-601 - Western Pennsylvania CoC

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

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

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

2018 HDX Competition Report FY2017 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017
1. Number of non-DV Beds on HIC	502	493	476	533	505	505	433	345	1008	979	950	988	112	196	408	368				
2. Number of HMIS Beds	341	282	251	319	457	435	351	302	806	782	773	775	112	196	408	368				
3. HMIS Participation Rate from HIC (%)	67.93	57.20	52.73	59.85	90.50	86.14	81.06	87.54	79.96	79.88	81.37	78.44	100.00	100.00	100.00	100.00				
4. Unduplicated Persons Served (HMIS)	1941	1518	1407	1121	816	766	716	580	969	1015	971	873	785	858	1256	1189	0	0	0	3
5. Total Leavers (HMIS)	1695	1358	1195	951	540	513	447	390	207	316	248	178	617	569	922	831	0	0	0	3
6. Destination of Don't Know, Refused, or Missing (HMIS)	335	179	96	122	34	107	60	42	8	15	16	3	27	22	39	50	0	0	0	2
7. Destination Error Rate (%)	19.76	13.18	8.03	12.83	6.30	20.86	13.42	10.77	3.86	4.75	6.45	1.69	4.38	3.87	4.23	6.02				66.67

2018 HDX Competition Report

Submission and Count Dates for PA-601 - Western Pennsylvania CoC

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2018 PIT Count	1/24/2018	

Report Submission Date in HDX

	Submitted On	Met Deadline
2018 PIT Count Submittal Date	4/30/2018	Yes
2018 HIC Count Submittal Date	4/30/2018	Yes
2017 System PM Submittal Date	5/31/2018	Yes

Western Pennsylvania Continuum of Care (PA-601)



CoC Prioritization of Chronically Homeless in all CoC-funded Permanent Supportive Housing projects

Date Adopted: SW 1/27/2014, NW 10/9/2014, Date Revised: SW 3/28/14
Date Implemented: SW 7/01/2014, NW 1/01/2015, Updated: NW 3/12/2015
Merged and updated the SW and NW Policies; adoption by the CoC 10/01/2015
Updated: 10/5/16 (HUD CPD Notice 14-012 updated to CPD Notice 16-11)

Policy:

The PA-601 Continuum of Care commits to prioritization of households who meet the HUD definition of chronically homeless in permanent supportive housing projects within the CoC, per HUD Notice CPD-16-11. This includes beds/units designated for chronically homeless and *non-chronic* designated turnover beds in permanent supportive housing projects

Order of Priority:

All Permanent Supportive Housing projects are required to prioritize Chronic Homeless Individuals and Families with the Longest History of Homelessness and with the Most Severe Service Needs for all available PSH units, including those at first occupancy and made available through turnover. This updated policy requires the utilization of the below definitions from HUD Notice CPD-16-11, Section 1D:

- **Chronically Homeless.** The definition of “chronically homeless”, as stated in Definition of Chronically Homeless final rule is:
 - a) A “homeless individual with a disability,” as defined in section 401(9) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11360(9)), who:
 - i. lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
 - ii. Has been homeless and living as described in paragraph (a)(i) continuously for at least 12 months or on at least four separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights of not living as described in paragraph (a)(i). Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering an institutional care facility;

b) An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (a) of this definition, before entering the facility;

c) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (a) or (b) of this definition (as described in Section I.D.2.(a) of this Notice), including a family whose composition has fluctuated while the head of household has been homeless.

- **Severity of Service Needs.** This Notice refers to persons who have been identified as having the most severe service needs.

a) For the purposes of this Notice, this means an individual for whom at least one of the following is true:

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

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

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

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

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

Additional Information:

- In the event that two or more households have similar circumstances, an unsheltered household should be prioritized over a household in Emergency Shelter or in a Safe Haven.
- In the counties that are currently piloting Coordinated Entry, the score on the assessment tool can be used to prioritize households based on severity of service need. Counties that are not currently participating in the Coordinated Entry pilot will need to locally establish a consistent method of evaluating eligible households.

Procedure:

When a new unit becomes available or an existing unit is ready to turnover:

- a)** Using the prioritization described above, first priority is given to a chronically homeless household within the county that the project is located.

- b)** If there are no chronically homeless households on the project's waiting list, the project will reach out to other chronically homeless in its defined service area. This will be done by notifying the Identified County Contact(s) (see Attachment A for a list of Identified County Contacts), or his/her designee, in their service area who will then distribute the information to all agencies serving chronically homeless, including, but not limited to, outreach teams, emergency shelters and other permanent supportive housing projects with chronically homeless individuals on the waiting list. The service area is the area that was defined in each individual project's funding application to HUD. It is the responsibility of each Identified County Contact to maintain an accurate distribution list for the County they represent and to redistribute this information in a timely manner. If more than one chronically homeless household is identified, use the criteria described above to identify which household will be offered the unit.

- c)** If still no chronically homeless households are identified, the project will reach out to all counties within the RHAB to identify a chronically homeless individual/family who wants to fill the vacancy.

This outreach is done by sending an email to the Identified CoC Contact/s who will then provide all information to the list of Identified County Contacts that represent each of the counties within the region. This notification email will include the name of the program housing the chronic bed and the county in which it is located, date that the unit will be available, description of the program including eligibility criteria, final date the unit will be open to the entire RHAB, and contact information. The County Contacts will then be responsible for redistributing the information in a timely manner to the contact list for their county, including, but not limited to, outreach teams, emergency shelters and other permanent supportive housing projects with chronically homeless individuals on the waiting list. Follow the Order of Priority if more than one chronically homeless household is identified. Under this circumstance, the following conditions must be met:

- *The individual/family must meet all eligibility criteria of the program, including target population, age, gender, etc., if such criteria was identified in the project application;*
- *In order to ensure compliance with Olmstead, the individual/family must be given choice as to whether or not to accept the available bed;*
- *The referring agency must provide the project with necessary documentation to verify that the individual/family does meet the definition of chronically homeless (including proof of disability) before the final deadline stated in the originating email; and*
- *The individual/family must be assured continued access to services if the*

individual/family will be changing counties. The referring agency will assist with application/transfer of benefits and support services if the individual/family will be changing counties.

d) If no chronically homeless individual/family is identified within 7 days of the vacancy, the project can then fill the bed with the next highest priority person on the waiting list, as prioritized in the below chart.

Summary of the Order of Priority for Non-Chronic Households in PSH

Order of Priority for Non-Chronic Households in PSH	Four or more episodes of homelessness?	12+ months of homelessness?	Has Severe Service Needs?	Other
1	No	Yes	Yes	N/A
2	No	No, but still considered	Yes	N/A
3	No	No, but still considered	No	Coming from unsheltered location, Safe Haven or Emergency Shelter
4	No	No	No	Disability, coming from Transitional Housing

e) It is the responsibility of each program to clearly document within their files when the unit was vacated and the efforts they took to reach out to chronically homeless individuals/ families in the geographic area.

f) It is the responsibility of each program to complete and submit the online survey, Chronic Prioritization Turnover Unit Survey.

The form can be accessed via this link - [Chronic Prioritization Turnover Unit Survey](#)

Additional Information:

- The process to fill chronic turnover beds will continue to evolve over the next twelve months, as:
 - Coordinated Entry is fully implemented in all 20 counties;
 - The CoC develops written standards for providing assistance;
 - The CoC creates and implements a single prioritized list for PSH

Documentation:

From Section 5 of CPD Notice 16-11, Recordkeeping Recommendations for CoCs that have Adopted the Orders of Priority in this Notice:

24 CFR 578.103(a)(4) outlines documentation requirements for all recipients of dedicated and non-dedicated CoC Program-funded PSH associated with determining whether or not an individual or family is chronically homeless for the purposes of eligibility. In addition to those requirements, HUD expects that where CoCs have adopted the orders of priority in Section III. of this Notice into their written standards. The CoC, as well as recipients of CoC Program-funded PSH, will maintain evidence of implementing these priorities. Evidence of following these orders of priority may be demonstrated by:

A. Evidence of Severe Service Needs. Evidence of severe service needs is that by which the recipient is able to determine the severity of needs as defined in Section I.D.3. of this Notice using data-driven methods such as an administrative data match or through the use of a standardized assessment. The documentation should include any information pertinent to how the determination was made, such as notes associated with case-conferencing decisions.

B. Evidence that the Recipient is Following the CoC's Written Standards for Prioritizing Assistance. Recipients must follow the CoC's written standards for prioritizing assistance, as adopted by the CoC. In accordance with the CoC's adoption of written standards for prioritizing assistance, recipients must in turn document that the CoC's revised written standards have been incorporated into the recipient's intake procedures and that the recipient is following its intake procedures when accepting new program participants into the project.

C. Evidence that there are no Households Meeting Higher Order of Priority within CoC's Geographic Area.

a) When dedicated and prioritized PSH is used to serve non-chronically homeless households, the recipient of CoC Program-funded PSH should document how it was determined that there were no chronically homeless households identified for assistance within the CoC's geographic area – or for those CoCs that implement a sub-CoC planning and housing and service delivery approach, the smaller defined geographic area within the CoC's geographic area – at the point in which a vacancy became available. This documentation should include evidence of the outreach efforts that had been undertaken to locate eligible chronically homeless households within the defined geographic area and, where chronically homeless households have been identified but have not yet accepted assistance, the documentation should specify the number of persons that are chronically homeless that meet this condition and the attempts that have been made to engage the individual or family. Where a CoC is using a single prioritized list, the recipient of PSH may refer to that list as evidence.

b) When non-dedicated and non-prioritized PSH is used to serve an eligible individual or family that meets a lower order of priority, the recipient of CoC Program-funded PSH should document how the determination was made that there were no eligible individuals or families within the CoC's geographic area -

or for those CoCs that implement a sub-CoC planning and housing and service delivery approach, the smaller defined geographic area within the CoC's geographic area - that met a higher priority. Where a CoC is using a single prioritized list, the recipient of PSH may refer to that list as evidence that there were no households identified within the CoC's geographic area that meet a higher order of priority.

Additional Information:

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

Attachment A: Identified County Contacts

Northwest RHAB

County	Contact Person/Agency	Phone/Email Address
Cameron	Sarah Grunthaler, Cameron/Elk Counties B&D Programs	814-772-8016 Ext. 148 sgrunthaler@cemhmr.com
Clarion	Cheryl Craft, Community Action, Inc.	814-938-3302 Ext. 215 ccraft@jccap.org
Clarion	Jennifer Krouse Clarion Department of Human Services	814-226-9280 jkrouse@co.clarion.pa.us
Clearfield	Amy Jo Rosman, Community Connections of Clearfield & Jefferson Counties	814-371-5100 Ext. 315 arosman@ccc-j.com
Crawford	Lynn McCumber, CHAPS	814-333-2924 lmcumber@chapsinc.org
Elk	Sarah Grunthaler, Cameron/Elk Counties Behavioral & Developmental Programs	814-772-8016 Ext. 148 sgrunthaler@cemhmr.com
Forest	Brandy Ambrose, Warren/Forest Economic Opportunity Council	814-230-7035 Ext. 3355 ambrose@wfcaa.org
Jefferson	Amy Jo Rosman, Community Connections of Clearfield & Jefferson Counties	814-371-5100 Ext. 315 arosman@ccc-j.com
Lawrence	Kathy Presnar, Lawrence County Community Action Partnership	724-658-7258 ext. 1213 kpresnar@lccap.org
Lawrence	Jennifer Malone, Lawrence County Community Action Partnership	724-658-7258 x 1218 jmalone@lccap.org
McKean	Linda Thompson, McKean County Redevelopment & Housing Authority	814-887-5563 lathompson@mckeancountypa.org
Mercer	Fran Billen, Community Counseling Center of Mercer County	724-981-6193 ext. 167 fbillen@cccmer.org
Potter	William Krog, Potter County Human Services	814-544-7315 wkrog@pottercountyhumannsvcs.org
Venango	Denise Fowkes, County of Venango	814-432-9773 dfowkes@co.venango.pa.us
Warren	Brandy Ambrose, Warren/Forest Economic Opportunity Council	814-230-7035 Ext. 3355 ambrose@wfcaa.org

Southwest RHAB

County	Contact Person/Agency	Phone/Email Address
Armstrong	Chuck Richards, Armstrong County Community Action	724-548-3433 chuckri@armstrongcap.com
Butler	Allyson Rose, Butler County Human Services	724-284-5114 arose@co.butler.pa.us
Fayette	Heather Pirl, Fayette County Community Action	724-437-6050 x3216 hpirl@fccaa.org
Greene	Amy Switalski, Greene County Human Services	724-852-5276 aswitalski@co.greene.pa.us
Indiana	Marlene Meagher, Indiana County Community Action	724 -465-2657 mmeagher@ICCAP.net
Washington	Jennifer Johnson, Washington County Human Services	724-228-6995 johnsonj@co.washington.pa.us
Westmoreland	Tay Waltenbaugh, Westmoreland County Community Action	724-834-1260 twaltenbaugh@westmorelandca.org