NOFA Supplemental Questions

Northeast Minnesota Continuum of Care – 504

# Housing First Assessment

Housing First projects are effective in assisting all subpopulations of people experiencing homelessness to access and sustain permanent stable housing. It has been demonstrated that projects can operate well and safely without requirements that prevent many people living on the streets and in the shelter system from entering and/or remaining in housing.

As part of the NOFA solicitation for new and renewal projects, applicants are required to answer the following questions related to the proposed project’s eligibility criteria and project rules. Each question will be scored as indicated. At the completion of the questionnaire, the applicant will tabulate the total score. Maximum points are 15.

For the 2021NOFA competition, this assessment is required for CoC-funded housing sites only.

1. **Low Barrier access:**
   1. Does the project require clients to pass a background screening prior to project entry (excluding sexual offender/predator check)?

Yes  No  [No = 1 point]

* 1. Does the project prohibit all persons with specified criminal convictions on a blanket basis to be excluded from admission (excluding registered sexual offenders)?

Yes  No  [No = 1 point]

* 1. Does the project require participants to be clean and sober for a specified period prior to project entry as a condition for admission?

Yes  No  [No = 1 point]

* 1. Does the project serve individuals and families regardless of sexual orientation, family composition, or marital status and are transgendered persons served according to the gender with which they identify?

Yes  No  [Yes = 1 point]

* 1. Does the project expedite the admission process including aiding in assembling necessary documents in order to support the application for admission and using person-centered and flexible processes for admission to the project?

Yes  No  [Yes = 1 point]

* 1. Does the project actively participate in CoC meetings including committee meetings, and participate in the PIT/HIC count processes, etc.?

Yes No  [Yes = 1 point]

1. **Housing Retention**
   1. Does the project terminate participants for failure to participate in treatment or support services including case management?

Yes  No  [ No = 1 point}

* 1. Does the project terminate participants solely for engaging in substance use?

Yes  No  [No = 1 [point]

* 1. Does the project require participants to obtain legitimate income as a condition of remaining in the project?

Yes  No  [No = 1 [point]

* 1. Does the project make all efforts to avoid discharging participants into homelessness including referral back to coordinated entry for those who cannot remain in the project?

Yes  No  [Yes = 1 point]

* 1. Are project participants held to standards/behaviors not found in mainstream leases (such as not being allowed visitors, curfews, required to do chores, or not being allowed to have alcoholic beverages in their unit)?

Yes  No  [No = 1 point]

1. **Participant engagement**
   1. Does the project provide participant choice in accessing services and are efforts made to connect participants to community-based services?

Yes  No  [Yes = 1 point]

* 1. Does the project provide regular opportunities for program participants to provide input on project policies and operations?

Yes  No  [Yes = 1 point]

* 1. Are project staff trained in clinical and non-clinical strategies to support participant engagement including harm reduction, motivational interviewing, and trauma informed approaches.?

Yes  No  [Yes = 2 points]

TOTAL SCORE:

|  |
| --- |
| 1. **Please provide an overall description of how this project utilizes a housing first approach. Up to 2 additional points may be given to the project based on your response to this question. (Suggested word count: 100-250).** |
|  |

# Households with Children

**Instructions**

Each PSH, RRH and TH project that serves households with children, including unaccompanied youth, must demonstrate that it is:

1. Collaborating with local education agencies to assist in the identification of homeless families as well as informing these homeless families and youth of their eligibility for McKinney-Vento education services.
2. Considering the educational needs of children when families are placed in emergency or transitional shelter and is, to the maximum extent practicable, placing families with children as close to possible to their school of origin so as not to disrupt the children’s education.
3. Establishing policies and practices that are consistent with, and do not restrict the exercise of rights provided by the education subtitle of the McKinney-Vento Act, and other laws relating to the provision of educational and related services to individuals and families experiencing homelessness.
4. Designating a staff person to ensure that children are enrolled in school and connected to the appropriate services within the community, including early childhood programs such as Head Start, Part C of the Individuals with Disabilities Education Act, and McKinney-Vento education services.

To do that, review the list of HUD requirements on the “Households with Children Supplement” addendum and respond to the narrative questions below.

# Renewal Projects – Additional Questions

## Project Information

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| --- |
| 1. **Does your agency intend to make any changes to your CoC-funded project in 2021?** |
| Yes  No |
| 1. **If yes, please describe below.** |
|  |

## Project Performance

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| --- |
| 1. **Please provide an explanation for any performance measures where your project did not perform well in calendar year 2020:** |
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## Addressing Inequities to Accessing Housing

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| --- |
| 1. **What are inequities to accessing housing in your service area and what actions steps is your program taking to address them?** |
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## CoC Participation

The applicant agrees to regularly attend CoC Governing Board meetings and participate in a CoC Committee

A representative of the applicant agency attended at least 50% of CoC Governing Board meetings from   
January 1, 2020 – December 31, 2020.

***If a representative of your agency did not attend at least 50% of CoC Governing Board meetings, please explain why:***

The applicant agency agrees to provide project level data to the CoC, including:

1. Participating in the annual point-in-time sheltered and unsheltered count;
2. Submitting Annual Performance Reports (APR) to the CoC in a timely manner;
3. Participating in CoC Planning, Gaps Analysis and Needs Assessments;
4. Submitting required LSA, HIC, PIT and GIW reports, as requested, in a timely manner.

Applicant agency staff participate in one or more NE CoC Committees.

## Services (TH, RRH, Joint TH/RRH, and PSH Applicants Only)

**Please check ALL that apply to your program:**

Applicant assures that program will have policies that ensure all children are enrolled in school and connected to appropriate services within the community

Applicant assures that case managers will systematically assist clients in completing applications for mainstream benefits and that staff will systematically follow-up to ensure mainstream benefits are received.

Applicant assures that transportation assistance is provided to clients to attend mainstream benefit appointments, employment training, or job when appropriate.

Applicant agrees that all participants will meet HUD’s definition of homeless, as described in the Act, 24 CFR part 578, and Section II.B.10.f of the NOFA.

Applicant incorporates known best practice models into project policies and practices (e.g., Housing First, Client Centric, Barrier Free, Harm Reduction).

Applicant assures that CoC program staff will complete Fair Housing training annually.

## Coordinated Entry:

Agency staff currently complete Coordinated Entry assessments for the NE CoC Coordinated Entry System.

## Other HUD Requirements:

Applicant meets ALL other HUD Program Requirements as defined in the 2021 HUD CoC NOFA

Applicant does NOT meet ALL other HUD Program Requirements as defined in the 2021 HUD CoC NOFA

# New Projects – Additional Questions

## Agency Information

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| --- |
| 1. **Please provide a brief description of your agency, including your service area and services provided (suggested word count: 50-100 words):** |
|  |

## Project Information

|  |
| --- |
| 1. **Please provide a description of your proposed project (suggested word count: 100-250 words):** |
|  |
| 1. **Please describe how this project will meet the needs of the community (suggested word count: 100-250 words):** |
|  |
| 1. **Please describe your agency’s experience administering HUD CoC funds or similar funding streams:** |
|  |

## Coordinated Entry

The applicant currently participates in the NE CoC Coordinated Entry System.

The applicant does not currently participate but agrees to participate in the NE CoC Coordinated Entry System if funded.

Not applicable – applicant is applying for HMIS or SSO Coordinated Entry Project.

## CoC Participation

The applicant agrees to regularly attend CoC Governing Board meetings and participate in a CoC Committee

A representative of the applicant agency attended at least 50% of CoC Governing Board meetings from   
January 1, 2020 – December 31, 2020.

***If a representative of your agency did not attend at least 50% of CoC Governing Board meetings, please explain why:***

The applicant agency agrees to provide project level data to the CoC, including:

1. Participating in the annual point-in-time sheltered and unsheltered count;
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3. Participating in CoC Planning, Gaps Analysis and Needs Assessments;
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## Services (TH, RRH, Joint TH/RRH, and PSH Applicants Only)

**Please check ALL that apply to your program:**

Applicant assures that program will have policies that ensure all children are enrolled in school and connected to appropriate services within the community

Applicant assures that case managers will systematically assist clients in completing applications for mainstream benefits and that staff will systematically follow-up to ensure mainstream benefits are received.

Applicant assures that transportation assistance is provided to clients to attend mainstream benefit appointments, employment training, or job when appropriate.

Applicant agrees that all participants will meet HUD’s definition of homeless, as described in the Act, 24 CFR part 578, and Section II.B.10.f of the NOFA.

Applicant incorporates known best practice models into project policies and practices (e.g., Housing First, Client Centric, Barrier Free, Harm Reduction).

Applicant assures that CoC program staff will complete Fair Housing training annually.

## Other HUD Requirements:

Applicant meets ALL other HUD Program Requirements as defined in the 2021 HUD CoC NOFA

Applicant does NOT meet ALL other HUD Program Requirements as defined in the 2021 HUD CoC NOFA

Households with Children Supplement

Northeast Minnesota Continuum of Care – 504

# Instructions

Each PSH, RRH and TH project that serves households with children, including unaccompanied youth, must demonstrate that it is:

1. Collaborating with local education agencies to assist in the identification of homeless families as well as informing these homeless families and youth of their eligibility for McKinney-Vento education services.
2. Considering the educational needs of children when families are placed in emergency or transitional shelter and is, to the maximum extent practicable, placing families with children as close to possible to their school of origin so as not to disrupt the children’s education.
3. Establishing policies and practices that are consistent with, and do not restrict the exercise of rights provided by the education subtitle of the McKinney-Vento Act, and other laws relating to the provision of educational and related services to individuals and families experiencing homelessness.
4. Designating a staff person to ensure that children are enrolled in school and connected to the appropriate services within the community, including early childhood programs such as Head Start, Part C of the Individuals with Disabilities Education Act, and McKinney-Vento education services.

To do that, complete this checklist. Not all steps are required to receive points in this scoring criteria. Please see NE CoC NOFA Scoring Criteria for more information about scoring related to this assessment.

# Checklist

Check the box to indicate the steps the project applicant and/or project partners have taken to meet the requirements listed above.

## K-12 Education

### HUD minimum requirements

Written plan in place to ensure that children & youth are enrolled in and attending school. Plan includes staff duties, formal partnerships/MOUs developed with school districts to identify and serve homeless households with children, and program intake and/or case management checklist or procedures that address education rights, education plans for households with children, and school stability.

Provide parents and youth with brochures and other information that summarizes their educational rights, as well as contact information for the school liaison and/or state homeless education coordinator.

Place posters about educational rights in places where parents and youth can see them. Designate specific staff to facilitate child and youth access and enrollment in K-12 education.

### Exceeds HUD requirements

#### All minimum requirements, plus:

Develop an education plan for children and youth as part of a family’s case plan.

Develop a staff training plan and provide (or arrange for) training of designated staff to ensure child and youth access and enrollment in K-12 education.

Establish a study area at the program that is quiet and has educational resources for students, such as computers, calculators, and books.

Measures in place to evaluate compliance and effectiveness in ensuring school enrollment and attendance.

Demonstrated success in enrollment and attendance outcomes for children and youth.

## Early Childhood Development

### HUD minimum requirements

Written plan in place to ensure families can access Head Start or other public early childhood programs. Plan includes staff duties, formal partnerships/MOUs developed with Head Start or other early childhood programs to identify and serve homeless households with children, and intake and/or case management checklist or procedures that address education rights, education plans for households with children, school stability, and information on local early childhood education programs.

Designate and train specific staff to facilitate participant access to early childhood education programs.

Ensure that homeless families with children ages 0-5 are aware of, and can access Early Head Start and Head Start and other public preschool programs. Facilitate their attendance by assisting, for example, with transportation.

### Exceeds HUD requirements

#### All minimum requirements, plus:

Work with early intervention providers to provide space for services to children under age three who have developmental delays.

Allow early intervention and special education providers to conduct screenings at the housing program, particularly for children birth to five, to determine if the children are eligible for special services due to a development delay or disability.

Ensure that homeless families with children ages 0-5 are aware of, and can access family education programs. Facilitate their attendance by assisting, for example, with transportation.

Demonstrated success in early childhood development for program participants.