
Part I: CoC Organizational Structure

HUD-Defined CoC Name:	CoC Number*
Washington County CoC	MN-512

A: CoC Lead Organization Chart

CoC Lead Organization: Washington County		
CoC Contact Person: Tina O'Malley Bayonet		
Contact Person's Organization Name: Washington County Community Services		
Street Address: 14949 62nd Street North, Box 30		
City: Stillwater	State: MN	Zip: 55082
Phone Number: 651 430 6529	Fax Number: 651 430 6639	
Email Address: Tina.Bayonet@co.washington.mn.us		

B: CoC Geography Chart

Geographic Area Name	6-digit Code
Washington County	279163

CoC Structure and Decision-Making Processes

C: CoC Groups and Meetings Chart

CoC-Related Planning Groups		Meeting Frequency (check only one column)					Enter the number of organizations/entities that are members of each CoC planning group listed on this chart.
		Monthly or More	Quarterly	Biannual	Annually		
COC Primary Decision-Making Group (list only one group)							
Name:	Washington County Housing Collaborative	X				23	
Role:	This group meets to address current issues regarding all housing needs in the community, sets agendas for CoC meetings and other sub-committees, develops gap analysis, determines project priorities, and advises the County Commissioners on policy decisions.						
Name:	Continuum of Care Sub-Committee	X				6	
Role:	Provides oversight of all activities of the CoC. Ranking, project priorities and auditing of projects, Goal work and CoC activities are conducted through this group and then brought to the Collaborative.						
Name:	Office of Ending Long-Term Homelessness	X				61	
Role:	Directs and coordinates implementation of state plan to end long-term homelessness.						
Name:	Policy Academy to Prevent and End Homelessness for Children and their Families in Minnesota	X				12	
Role:	Improves access to mainstream services for families with children experiencing homelessness						
Name:	Minnesota Interagency Task Force on Homelessness	X				21	
Role:	Works to effectively use state resources to prevent and end homelessness. Provides guidance and technical assistance to the CoC planning groups.						
Name:	Metro-wide Engagement on Shelter and Housing	X				14	
Role:	Develop partnerships to build metro-wide solutions to ending homelessness and increasing affordable housing options.						
Name:	Regional Metro Committee	X				10	
Role:	Regional multi-county collaborative that oversees initiatives to end chronic homelessness in accordance with the state's 10 year plan.						
Name:	CDBG Citizen Advisory Council of Washington County		X			16	
Role:	Established to provide public input and increase the accountability of the CDBG and HOME programs to the citizens of Washington County.						
Name:	Regional Metro Continuum of Care Coordinators		X			7	
Role:	Coordinate planning around programs and activities to reduce or end homelessness within the 7-county region, including the sharing of best practices in structuring and managing CoCs.						
Name:	Minnesota's HMIS Statewide Governing Group		X			25	
Role:	This group oversees Minnesota's Statewide HMIS. It helps shape HMIS policy, identifies needs for technical assistance and training, oversees the budget for HMIS, and helps to set goals and priorities for the project.						
Name:	Minnesota Comprehensive Offender Re-entry Program		X			16	
Role:	Envisions a state in which offenders live purposeful, productive, law-abiding, healthy lives; and there are safe communities						

D: CoC Planning Process Organizations Chart

	Specific Names of All CoC Organizations	Geographic Area Represented	Subpopulations Represented, if any* (no more than 2)	
PUBLIC SECTOR	STATE GOVERNMENT AGENCIES			
	Minnesota Housing Finance Agency	279163	HIV	SA
	LOCAL GOVERNMENT AGENCIES			
	Washington County Housing Unit	279163	SA	Y
	Washington County Commissioners	279163	SMI	VET
	PUBLIC HOUSING AGENCIES			
	Washington County Housing and Redevelopment Authority	279163	SMI	SA
	SCHOOL SYSTEMS / UNIVERSITIES			
	Family Literacy Council	279163	Y	
	New Heights Charter School	279163	Y	
	Stillwater District 834	279163	Y	
	South Washington County District 833	279163	Y	
	LAW ENFORCEMENT / CORRECTIONS			
	Washington County Sheriff's Department	279163	SA	DV
	LOCAL WORKFORCE INVESTMENT ACT (WIA) BOARDS			
	Washington County WIA	279163	SMI	Y
OTHER				
Washington County Workforce Center	279163	Y	SMI	
PRIVATE SECTOR	NON-PROFIT ORGANIZATIONS			
	Human Services Incorporated	279163	SMI	SA
	East Metro Women's Council	279163	DV	Y
	The Salvation Army	279163	SMI	Y
	Valley Outreach	279163	SMI	
	Family Means	279163	DV	Y
	Family Pathways	279163	SMI	VET
	Southern Metro Regional Legal Services	279163	SA	DV
	South Washington County Housing Coalition	279163	SMI	
	FAITH-BASED ORGANIZATIONS			
	Catholic Worker's Group	279163	DV	
	Episcopal Services	279163	DV	
	North East MICAH	279163	SMI	
	FUNDERS / ADVOCACY GROUPS			
	Corporation for Supportive Housing	279163	SMI	SA
	Metro-wide Engagement for Shelter and Housing	279163	VETS	Y
	Tubman Family Alliance	279163	DV	
	St. Paul Foundation	279163	SMI	
	Minnesota Coalition for the Homeless	279163	Y	
	BUSINESSES (BANKS, DEVELOPERS, BUSINESS ASSOCIATIONS, ETC.)			
	HBS Consulting	279163	HIV	

	Specific Names of All CoC Organizations	Geographic Area Represented	Subpopulations Represented, if any* (no more than 2)	
	WHY USA Metro Brokers	279163	VET	Y
	Two Rivers Community Land Trust	279163	HIV	
	HOSPITALS / MEDICAL REPRESENTATIVES			
	Fairview Lakes	279163	SA	
	Lakeview Hospital	279163	SMI	
	HOMELESS PERSONS			
	Sharon B.	279163	VET	DV
	A.W.	279163	Y	
	B.R.	279163	Y	
	OTHER			
	Veteran's Service Organization	279163	VET	
	Children's Mental Health	279163	Y	

E: CoC Governing Structure Chart

<p>1. Is the CoC's primary decision-making body a legally recognized organization (check one)?</p> <p><input type="checkbox"/> Yes, a 501(c)(3)</p> <p><input type="checkbox"/> Yes, a 501(c)(4)</p> <p><input type="checkbox"/> Yes, other – specify: _____</p> <p><input checked="" type="checkbox"/> No, not legally recognized</p>	
<p>2. If your CoC were provided with additional administrative funds from HUD, would the primary decision-making body, or an agent designated by it (e.g. a city or non-profit organization), be able to be responsible for activities such as applying for HUD funding and serving as the grantee, providing project oversight, and monitoring? Explain.</p> <p>Yes, provisionally. The capacity exists with the governmental administrative entity having experience as a fiscal agent as well as the lead agency for CDBG and HOME funds. County leadership would need to be approved through the Washington County Board of Commissioners. However, the Washington County CoC would not want to see monies expended out of the competitive homeless assistance dollars.</p>	
<p>3. What percentage of the decision-making body membership represents the private sector, including non-profit providers, homeless or formerly homeless persons, advocates and consumer interests, etc.?</p>	<p>85%</p>
<p>4a. Indicate how the members of the primary decision-making body are selected (check all that apply):</p> <p><input type="checkbox"/> Elected <input checked="" type="checkbox"/> Assigned/Volunteer</p> <p><input type="checkbox"/> Appointed <input type="checkbox"/> Other – specify:</p>	
<p>4b. Briefly explain the selection process. (For example, if 5 members are appointed and 6 are elected, explain why this process was established and describe how it works.)</p> <p>The Washington County Housing Collaborative consists of members that, due to their passion regarding homelessness and affordable housing, participate in all the activities of the CoC. From this collaborative, members volunteer and participate to be a part of the CoC</p>	
<p>5. Indicate how the leaders of the primary decision-making body are selected (check all that apply):</p> <p><input type="checkbox"/> Elected <input checked="" type="checkbox"/> Assigned/Volunteer</p> <p><input type="checkbox"/> Appointed <input type="checkbox"/> Other – specify:</p>	

F: CoC Project Review and Selection Chart

1. Open Solicitation	
a. Newspapers <input checked="" type="checkbox"/>	d. Outreach to Faith-Based Groups <input checked="" type="checkbox"/>
b. Letters/Emails to CoC Membership <input checked="" type="checkbox"/>	e. Announcements at CoC Meetings <input checked="" type="checkbox"/>
c. Responsive to Public Inquiries <input checked="" type="checkbox"/>	f. Announcements at Other Meetings <input checked="" type="checkbox"/>
2. Objective Rating Measures and Performance Assessment	
a. CoC Rating & Review Committee Exists <input checked="" type="checkbox"/>	j. Assess Spending (fast or slow) <input checked="" type="checkbox"/>
b. Review CoC Monitoring Findings <input checked="" type="checkbox"/>	k. Assess Cost Effectiveness <input checked="" type="checkbox"/>
c. Review HUD Monitoring Findings <input checked="" type="checkbox"/>	l. Assess Provider Organization Experience <input checked="" type="checkbox"/>
d. Review Independent Audit <input checked="" type="checkbox"/>	m. Assess Provider Organization Capacity <input checked="" type="checkbox"/>
e. Review HUD APR for Performance Results <input checked="" type="checkbox"/>	n. Evaluate Project Presentation <input checked="" type="checkbox"/>
f. Review Unexecuted Grants <input checked="" type="checkbox"/>	o. Review CoC Membership Involvement <input checked="" type="checkbox"/>
g. Site Visit(s) <input checked="" type="checkbox"/>	p. Review Match <input checked="" type="checkbox"/>
h. Survey Clients <input checked="" type="checkbox"/>	q. Review All Leveraging Letters (to ensure that they meet HUD requirements) <input checked="" type="checkbox"/>
i. Evaluate Project Readiness <input checked="" type="checkbox"/>	
3. Voting/Decision System	
a. Unbiased Panel / Review Committee <input checked="" type="checkbox"/>	d. One Vote per Organization <input checked="" type="checkbox"/>
b. Consumer Representative Has a Vote <input checked="" type="checkbox"/>	e. Consensus (general agreement) <input type="checkbox"/>
c. All CoC Members Present Can Vote <input type="checkbox"/>	f. Voting Members Abstain if Conflict of Interest <input checked="" type="checkbox"/>

G: CoC Written Complaints Chart

<p>Were there any written complaints received by the CoC regarding any CoC matter in the last 12 months?</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Part II: CoC Housing and Service Needs

H: CoC Services Inventory Chart

(1) Provider Organizations	(2) Prevention					(3) Outreach			(4) Supportive Services									
	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation
Anoka County Community Action Program	X			X											X		X	
East Metro Women's Council		X		X		X			X	X					X	X	X	X
Catholic Worker's Group		X		X					X	X			X		X		X	X
Community Action Program of Washington County	X	X	X	X					X						X		X	
Community Volunteer Service																		X
Crisis Nursery																	X	
Episcopal Services		X		X					X	X					X		X	X
Family Means		X	X	X							X	X			X			
Family Pathways						X												
Hearth Connection		X	X	X		X			X		X	X	X		X	X		X
HomeLine				X	X										X			
Hope House														X				X
Human Services, Incorporated		X		X			X		X	X	X	X				X		X
Southern Metro Regional Legal Services					X										X			
The Salvation Army	X	X	X	X					X							X		X
Two Rivers Community Land Trust	X			X											X			
Tubman Family Alliance		X	X	X	X		X	X	X	X		X	X		X	X	X	X
U-Care Dental Clinic							X											
Valley Outreach	X	X	X	X		X			X									
Veteran's Service Organization	X	X	X	X	X						X	X	X	X	X	X		X
Washington County Workforce Center										X					X	X		
Washington County Community Services & Housing Unit	X	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X
Washington County Housing & Redevelopment Authority	X	X	X	X					X						X			
Washington County Sheriff's Department						X		X										
Jurisdictions of Law Enforcement - Washington County						X		X										
Minnesota Action Council of Veterans						X	X			X	X	X			X	X		X

I: CoC Housing Inventory Charts

Emergency Shelter: Fundamental Components in CoC System – Housing Inventory Chart													
Provider Name	Facility Name* *Place an asterisk after the facility name if it receives HUD McKinney-Vento dollars.	HMIS Part. Code	Number of Year-Round Beds in HMIS		Geo Code <input checked="" type="checkbox"/>	Target Pop		Year-Round			Total Year-Round Beds	Other Beds	
			Ind.	Fam.		A	B	Fam. Units	Fam. Beds	Indiv. Beds		Seasonal	O/V*
Current Inventory (Available for Occupancy on or before Jan. 31, 2006)			Ind.	Fam.									
East Metro Women's Council	Home Again Shelter Apartment*	PA	0	7	279163	FC		1	7	0	7	0	0
Washington County Community Services	Housing Unit Motel/Hotel Vouchers*	PA	0	*o/v		M		0	0	0	0	0	16*
Tubman Family Alliance	Anne Pierce Rodgers Home	DV	0	0		M	DV	7	29	0	34	0	0
SUBTOTALS:			0	7	SUBTOTAL CURRENT INVENTORY:			8	36	0	41	0	16*
New Inventory in Place in 2006 (Available for Occupancy Feb. 1, 2006 – Jan. 31, 2007)			Ind.	Fam.									
NOT APPLICABLE			0	0	0	0	0	0	0	0	0	0	0
SUBTOTALS:			0	0	SUBTOTAL NEW INVENTORY:			0	0	0	0	0	0
Inventory Under Development (Available for Occupancy after January 31, 2007)			Anticipated Occupancy Date										
NOT APPLICABLE					0	0	0	0	0	0	0	0	0
SUBTOTAL INVENTORY UNDER DEVELOPMENT:					0	0	0	0	0	0	0	0	0
Unmet Need								UNMET NEED TOTALS:					
								0	0	4	4	0	0
Total Year-Round Beds—Individuals					Total Year-Round Beds—Families								
1. Total Year-Round Individual Emergency Shelter (ES) Beds:			0	6. Total Year-Round Family Emergency Shelter (ES) Beds:								36	
2. Number of DV Year-Round Individual ES Beds:			0	7. Number of DV Year-Round Family ES Beds:								29	
3. Subtotal, non-DV Year-Round Individual ES Beds			0	8. Subtotal, non-DV Year-Round Family ES Beds								7	
4. Total Year-Round Individual ES Beds in HMIS:			0	9. Total Year-Round Family ES Beds in HMIS								7	
5. HMIS Coverage—Individual ES Beds			0%	10. HMIS Coverage—Family ES Beds								100 %	

* All overflow/vouchers are in HMIS (this is PIT o/v count)

I: CoC Housing Inventory Charts

Transitional Housing: Fundamental Components in CoC System – Housing Inventory Chart

Provider Name	Facility Name* *Place an asterisk after the facility name if it receives HUD McKinney-Vento dollars.	HMIS Part. Code	Number of Year-Round Beds in HMIS		Geo Code <input checked="" type="checkbox"/>	Target Pop		Year-Round			Total Year-Round Beds				
						A	B	Fam. Units	Fam. Beds	Indiv. Beds					
Current Inventory (Available for Occupancy on or before January 31, 2006)			Ind.	Fam.											
Dane's Place	Ministerial Home	N	0	4	279163	FC		1	4	0	4				
Human Services, Inc.	Men's TH *	PA	2	0		SM		0	0	2	2				
Human Services, Inc.	Women's TH *	PA	3	0		SF		0	0	3	3				
Human Services, Inc.	Family TH *	PA	0	3		FC		1	3	0	3				
East Metro Women's Council	Home Again TH	PA	0	22		FC		6	22	0	22				
SUBTOTALS:			5	29	SUBTOTAL CURRENT INVENTORY:			8	29	5	34				
New Inventory in Place in 2006 (Available for Occupancy Feb. 1, 2006 – Jan. 31, 2007)			Ind.	Fam.											
NOT APPLICABLE			0	0	0	0	0	0	0	0	0				
					SUBTOTAL NEW INVENTORY:			0	0	0	0				
Inventory Under Development (Available for Occupancy after January 31, 2007)			Anticipated Occupancy Date												
NOT APPLICABLE			N/A		0	0	0	0	0	0	0				
SUBTOTAL INVENTORY UNDER DEVELOPMENT:								0	0	0	0				
Unmet Need								UNMET NEED TOTALS:				1	14	7	21
Total Year-Round Beds—Individuals					Total Year-Round Beds—Families										
1. Total Year-Round Individual Transitional Housing Beds:			5	6. Total Year-Round Family Transitional Housing Beds:			29								
2. Number of DV Year-Round Individual TH Beds:			0	7. Number of DV Year-Round Family TH Beds:			0								
3. Subtotal, non-DV Year-Round Individual TH Beds (Line 1 minus Line 2):			5	8. Subtotal, non-DV Year-Round Family TH Beds (Line 6 minus Line 7):			29								
4. Total Year-Round Individual TH Beds in HMIS:			5	9. Total Year-Round Family TH Beds in HMIS			25								
5. HMIS Coverage—Individual TH			100%	10. HMIS Coverage—Family TH			86%								

I: CoC Housing Inventory Charts

Permanent Supportive Housing*: Fundamental Components in CoC System – Housing Inventory Chart															
Provider Name	Facility Name <small>*Place an asterisk after the facility name if it receives HUD McKinney-Vento dollars.</small>	HMIS Part. Code	Number of Year-Round Beds in HMIS		Geo Code ☒	Target Pop.		Year-Round			Total Year-Round Beds				
						A	B	Fam. Units	Fam. Beds	Indiv./CH Beds					
Current Inventory (Available for Occupancy on or before January 31, 2006)			Ind.	Fam.											
Human Services, Inc.	Mosaic Homes*	PA	8	0	279163	SMF		0	0	8/0	8				
Human Services, Inc.	Home Free*	PA	5	0		SMF		0	0	5/0	5				
SUBTOTALS:			13	0	SUBTOTAL CURRENT INVENTORY:			0	0	13/0	13				
New Inventory in Place in 2006 (Available for Occupancy Feb. 1, 2006 – Jan. 31, 2007)			Ind.	Fam.											
Hearth Connection	RMC-People, Inc.*	PA	2	0	279163	SMF		0	0	2/2	2				
Hearth Connection	RMC-YouthWorks*	PA	1	0		YMF		0	0	1/1	1				
Hearth Connection	RMC-Wilder Quest*	PA	0	1		FC		1	6	0	6				
Human Services, Inc.	THL Bridges	PA	6	9		M		3	9	6/0	15				
SUBTOTALS:			9	10	SUBTOTAL NEW INVENTORY:			4	15	9/3	24				
Inventory Under Development (Available for Occupancy after January 31, 2007)			Anticipated Occupancy Date												
Human Services, Inc.	SHARE*	PA	September, 2007		279163	FC		6	24	0	24				
Hearth Connection	RMC-Guild*	PA	February, 2008			SMF		0	0	3/3	3				
SUBTOTAL INVENTORY UNDER DEVELOPMENT:								6	24	0	27				
Unmet Need								UNMET NEED TOTALS:				3	19	7	26
Total Year-Round Beds—Individuals				Total Year-Round Beds—Families											
1. Total Year-Round Individual Permanent Housing Beds:		13		6. Total Year-Round Family Permanent Housing Beds:		0									
2. Number of DV Year-Round Individual PH Beds:		0		7. Number of DV Year-Round Family PH Beds:		0									
3. Subtotal, non-DV Year-Round Individual PH Beds (Line 1 minus Line 2):		13		8. Subtotal, non-DV Year-Round Family PH Beds (Line 6 minus Line 7):		0									
4. Total Year-Round Individual PH Beds in HMIS:		13		9. Total Year-Round Family PH Beds in HMIS		0									
5. HMIS Coverage—Individual PH Beds (Divide Line 4 by Line 3 and multiply by 100. Round to a whole number):		100%		10. HMIS Coverage—Family PH Beds (Divide Line 9 by Line 8 and multiply by 100. Round to a whole number):		0%									

J: CoC Housing Inventory Data Sources and Methods Chart

(1) Indicate date on which Housing Inventory count was completed: 01/25/2007	
(2) Identify the method used to complete the Housing Inventory Chart (check one):	
<input type="checkbox"/>	Housing inventory survey – CoC conducted a housing inventory survey (via mail, fax, e-mail, web-based, phone or on-site) of homeless programs/providers to update current bed inventories, target populations for programs, beds under development, etc.
<input type="checkbox"/>	HMIS – Used HMIS data to complete the Housing Inventory Chart
<input checked="" type="checkbox"/>	HMIS plus housing inventory – Used HMIS data supplemented by a survey of providers NOT participating in the HMIS
(3) Indicate the percentage of providers completing the housing inventory survey:	
100%	Emergency shelter providers
100%	Transitional housing providers
100%	Permanent supportive housing providers
(4) Indicate steps to ensure data accuracy for 2007 Housing Inventory Chart (check all that apply):	
<input checked="" type="checkbox"/>	Instructions – Provided written instructions for completing the housing inventory survey.
<input checked="" type="checkbox"/>	Training – Trained providers on completing the housing inventory survey.
<input checked="" type="checkbox"/>	Updated prior housing inventory information – Providers submitted updated 2006 housing inventory to reflect 2007 inventory.
<input checked="" type="checkbox"/>	Follow-up – CoC followed-up with providers to ensure the maximum possible response rate and accuracy of the housing inventory survey.
<input checked="" type="checkbox"/>	Confirmation – Providers or other independent entity reviewed and confirmed information in 2007 Housing Inventory Chart after it was completed.
<input checked="" type="checkbox"/>	HMIS – Compared HMIS and housing inventory survey data to check for consistency.
<input type="checkbox"/>	Other – specify:
Unmet Need:	
(5) Indicate type of data that was used to determine unmet need (check all that apply):	
<input checked="" type="checkbox"/>	Sheltered count (point-in-time)
<input checked="" type="checkbox"/>	Unsheltered count (point-in-time)
<input checked="" type="checkbox"/>	Housing inventory (number of beds available)
<input checked="" type="checkbox"/>	Local studies or data sources – specify: Wilder Homeless Survey 2006 (10/26/06), Office of Economic Opportunity Quarterly Survey (1/25/07), Stakeholder Survey of Washington County (1/25/07)
<input type="checkbox"/>	National studies or data sources – specify:
<input checked="" type="checkbox"/>	Provider opinion through discussions or survey forms
<input type="checkbox"/>	Other – specify:
(6a) Indicate the method(s) used to calculate or determine unmet need (check all that apply):	
<input type="checkbox"/>	Stakeholder discussion – CoC stakeholders met and reviewed data to determine CoC's unmet need
<input type="checkbox"/>	Locally-determined formula – Used locally-determined formula based on local point-in-time (PIT) count data and housing inventory to calculate unmet need
<input type="checkbox"/>	Applied statistics – Used local PIT enumeration data and applied national or other local statistics
<input checked="" type="checkbox"/>	HUD unmet need formula – Used HUD's unmet need formula*
<input type="checkbox"/>	Other – specify:
(6b) If more than one method was used in 6a, please describe how these methods were used.	

CoC Homeless Population and Subpopulations

K: CoC Point-in-Time Homeless Population and Subpopulations Chart

Indicate date of last point-in-time count: (01-25-2007)				
Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
1. Number of Households with Dependent Children:	13	13	2	28
1a. Total Number of Persons in these Households (adults and children)	41	33	11	85
2. Number of Households without Dependent Children**	3	5	5	13
2a. Total Number of Persons in these households	3	5	7	15
Total Person (Add Lines 1a and 2a):	44	38	18	100
Part 2: Homeless Subpopulations (below)	Sheltered		Unsheltered	Total
a) Chronically Homeless	3		7	10
b) Severely Mentally Ill	5		1	6
c) Chronic Substance Abuse	3		6	9
d) Veterans	0		1	1
e) Persons with HIV/AIDS	0		0	0
f) Victims of Domestic Violence	29		0	29
g) Unaccompanied Youth (Under 18)	0		0	0

L: CoC Homeless Population and Subpopulations Data Sources & Methods Chart

L-1: Sheltered Homeless Population and Subpopulations

(1a) Check method(s) used to count sheltered homeless persons in the CoC (check all that apply):	
<input checked="" type="checkbox"/>	Survey – Providers count the total number of clients residing in their programs during the PIT count.
<input checked="" type="checkbox"/>	HMIS – CoC used HMIS to complete the PIT sheltered count and subpopulation information.

<input type="checkbox"/> Other – specify:
(1b) If multiple methods are checked, briefly describe how data collected using the methods were combined to produce the count. A survey (which asks more detail than just PIT) was sent out to service providers and social service case managers, economic assistance and corrections. HMIS was used to verify and compare results to reduce redundancy.
(2a) Check the method(s) used to gather the subpopulation information on sheltered homeless persons reported in Part 2: Homeless Subpopulations (check all that apply):
<input type="checkbox"/> Point-in-time (PIT) interviews with each adult and unaccompanied youth – All sheltered adults and unaccompanied youth were interviewed to gather subpopulation information.
<input checked="" type="checkbox"/> Sample of PIT interviews plus extrapolation – A sample of sheltered adults and unaccompanied youth were interviewed to gather subpopulation information, and extrapolation techniques were applied to produce the total sheltered homeless population.
<input type="checkbox"/> Non-HMIS client-level information - Providers used individual client records (e.g., case management files) to provide subpopulation data for each adult and unaccompanied youth.
<input type="checkbox"/> Provider expertise – Providers estimated the percentage of clients belonging to each subpopulation based on their knowledge of their client population as a whole.
<input type="checkbox"/> HMIS – CoC used HMIS to gather subpopulation information on sheltered homeless persons.
<input type="checkbox"/> Other –specify:
(2b) If multiple methods are checked, briefly describe how the methods were combined to produce the subpopulation information.
(3) Indicate CoC’s steps to ensure data quality of the sheltered count (check all that apply):
<input checked="" type="checkbox"/> Instructions – Provided written instructions to providers for completing the sheltered PIT count.
<input checked="" type="checkbox"/> Training – Trained providers on completing the sheltered PIT count.
<input checked="" type="checkbox"/> Remind and Follow-up – Reminded providers about the count and followed up with providers to ensure the maximum possible response rate and accuracy.
<input checked="" type="checkbox"/> HMIS – Used HMIS to verify data collected from providers for the sheltered PIT count.
<input type="checkbox"/> Other –specify:
(4) How often will sheltered counts of sheltered homeless people take place in the future?
<input type="checkbox"/> Biennial (every two years)
<input type="checkbox"/> Annual
<input checked="" type="checkbox"/> Semi-annual
<input type="checkbox"/> Other – specify:
(5) Month and Year when next count of sheltered homeless persons will occur: 11/2007
(6) Indicate the percentage of providers providing populations and subpopulations data collected via survey, interview and/or HMIS:
100% Emergency shelter providers
100% Transitional housing providers

L-2: Unsheltered Homeless Population and Subpopulations*

(1) Check the CoC’s method(s) used to count unsheltered homeless persons (check all that apply):
<input type="checkbox"/> Public places count – CoC conducted a point-in-time (PIT) count <u>without</u> client interviews.
<input checked="" type="checkbox"/> Public places count with interviews – CoC conducted a PIT count and interviewed unsheltered homeless persons encountered during the public places count: <input checked="" type="checkbox"/> ALL persons were interviewed OR <input type="checkbox"/> Sample of persons were interviewed
<input type="checkbox"/> Public places count using probability sampling – High and low probabilities assigned to designated geographic areas based on the number of homeless people expected to be found in each area. The CoC selected a statistically valid sample of each type of area to include in the point-in-time count and extrapolated results to estimate the entire homeless population.
<input checked="" type="checkbox"/> Service-based count – Interviewed people using non-shelter services, such as soup kitchens and drop-in centers, and counted those that self-identified as unsheltered homeless persons.

<input type="checkbox"/>	HMIS – Used HMIS for the count of unsheltered homeless people or for subpopulation information.
<input type="checkbox"/>	Other – specify:
(2) Indicate the level of coverage of the PIT count of unsheltered homeless people:	
<input type="checkbox"/>	Complete coverage – The CoC counted every block of the jurisdiction.
<input checked="" type="checkbox"/>	Known locations – The CoC counted in areas where unsheltered homeless people are known to congregate or live.
<input type="checkbox"/>	Combination – CoC combined complete coverage with known locations by conducting counts for every block <u>in a portion of the jurisdiction</u> (e.g. central city) AND conducting counts in other portions of the jurisdiction where unsheltered persons are known to live.
<input type="checkbox"/>	Used service-based or probability sampling (coverage is not applicable)
<input type="checkbox"/>	Other –specify:
(3) Indicate community partners involved in PIT unsheltered count (check all that apply):	
<input checked="" type="checkbox"/>	Outreach teams
<input checked="" type="checkbox"/>	Law Enforcement
<input checked="" type="checkbox"/>	Service Providers
<input checked="" type="checkbox"/>	Community volunteers
<input checked="" type="checkbox"/>	Homeless and/or formerly homeless persons
<input type="checkbox"/>	Other – specify:
(4) Indicate CoC’s steps to ensure data quality of the unsheltered count (check all that apply):	
<input checked="" type="checkbox"/>	Training – Conducted training(s) for PIT enumerators.
<input type="checkbox"/>	HMIS – Used HMIS to check for duplicate information.
<input type="checkbox"/>	Other – specify:
(5) How often will CoC conduct PIT counts of unsheltered homeless people in the future?	
<input type="checkbox"/>	Biennial (every two years)
<input checked="" type="checkbox"/>	Annual
<input type="checkbox"/>	Semi-annual
<input type="checkbox"/>	Quarterly
<input type="checkbox"/>	Other – specify:
(6) Month and Year when next PIT count of unsheltered homeless persons will occur: 01/2008	

CoC Homeless Management Information System (HMIS)

M: CoC HMIS Charts

M-1: HMIS Lead Organization Information

Organization Name: Amherst H. Wilder Foundation, Wilder Research & Washington County Community Services	Contact Person: Craig Helmstetter and Tina O'Malley Bayonet
Phone: 651 647-4616 or 651 430-6529	Email: cdh@wilder.org or tina.bayonet@co.washington.mn.us
Organization Type: State/local government <input checked="" type="checkbox"/>	Non-profit/homeless provider <input checked="" type="checkbox"/> Other <input type="checkbox"/>

CoC-M-1

M-2: List HUD-defined CoC Name(s) and Number(s) for every CoC included in HMIS

Implementation:

HUD-Defined CoC Name*	CoC #	HUD-Defined CoC Name*	CoC #
Minneapolis/Hennepin County CoC	MN-500	Coon Rapids/Anoka County CoC	MN-507
Saint Paul/Ramsey County CoC	MN-501	Moorehead/West Central Minnesota CoC	MN-508
Rochester/Southeast Minnesota CoC	MN-502	Duluth/Saint Louis County CoC	MN-509
Dakota County CoC	MN-503	Scott, Carver Counties CoC	MN-510
Northeast Minnesota CoC	MN-504	Southwest Minnesota CoC	MN-511
St. Cloud/Central Minnesota CoC	MN-505	Washington County CoC	MN-512
Northwest Minnesota CoC	MN-506		

M-3: HMIS Implementation Status

HMIS Data Entry Start Date for your CoC	If no current or anticipated data entry date, indicate reason:
Bowman ServicePoint Statewide System since 4/12/2005 County ACCESS data based system 01/1999 to present	<input type="checkbox"/> New CoC in 2006 <input type="checkbox"/> Still in planning/software selection process <input type="checkbox"/> Still in initial implementation process

CoC-M-3

Briefly describe significant challenges/barriers the CoC as experienced in:

1. HMIS implementation:

The single biggest challenge facing our HMIS implementation continues to be a lack of resources. HMIS staff provide group trainings and user groups, but with additional resources, project staff time could be devoted to providing assistance on the agency and program level. Such assistance could include help incorporating HMIS requirements into other data entry forms; help incorporate HMIS into the daily business practices of organizations; and, more focused attention on the programs that have data quality problems. HMIS challenges also include implementing a more efficient reporting (ie some of the state sources that require HMIS participation currently require pulling as many as 7 different reports per quarter). Also, even though several state programs use HMIS as the required reporting tool, many agencies (including our own CoC ACCESS Data System which has operated as its own independent HMIS for Washington County), operate parallel data collection tools for reporting to other funding streams. Finally, we resources to reach out to many service providers that are not mandated to use HMIS have been limited or non-existent.

2. HMIS Data and Technical Standards Final Notice requirements:

As shown in Table M-5 below, the completeness of certain universal variables, especially zip code of last permanent address, continue to be a challenge. Our state-wide HMIS supplements the zip code question with city and state of last permanent address, which helps for local purposes.

M-4: Client Records

Calendar Year	Total Client Records Entered in HMIS / Analytical Database (Duplicated)	Total Unduplicated Client Records Entered in HMIS / Analytical Database
2004	289 (ACCESS)	271 (ACCESS)
2005	96 (ServicePoint) 333 (ACCESS) 429 Total	90 (ServicePoint) 313 (ACCESS) 403 Total
2006	19 (ServicePoint) 326 (ACCESS) 345 Total	18 (ServicePoint) 308 (ACCESS) 326 Total

CoC-M-4

Please provide a brief explanation of the reason(s) for any decreases in the number of records (duplicated or unduplicated) from year to year: The numbers of client records created by providers in the CoC went down even as HMIS coverage improved due to a number of clients served in 2006 had already been entered into the ServicePoint system in 2004 and 2005. ACCESS Data system addresses all client contact. For example, of 326 total HMIS into ACCESS, 113 households were described as homeless with 20 of the cases being chronic. ACCESS allows data scrutiny to pull out needed statistics as expected by the Washington County Board of Commissioners.

M-5: Data Collection/Completeness and Coverage

(a)

Universal Data Element	% Null/Missing Values	Universal Data Element	% Null/Missing Values
Name	0.0%	Gender	0.0%
Social Security Number	19.0%	Veteran Status	16.7%
Date of Birth	4.8%	Disabling Condition	22.2%
Ethnicity	11.9%	Residence Prior to Program Entry	16.7%
Race	4.8%	Zip Code of Last Permanent Address	22.2%

Briefly describe how the CoC ensures that valid program entry and exit dates are being recorded in the HMIS for persons served.

To date nearly all participation in Minnesota’s HMIS is due to funding requirements; Minnesota’s HMIS is the required data reporting tool for several state funding streams related to homelessness. Proper entry and exit dates (or service start and end dates for the programs that do not require formal program entries and exits) are, therefore, ensured by the need for participating agencies to have accurate data in their required reporting. A lack of proper entry and exit dates remains a problem for some participating agencies.

(b) Indicate current OR anticipated HMIS bed coverage of 75% for each housing type.

	75% bed coverage	Anticipate 75% bed coverage	Date anticipate achieving
Emergency Shelter	YES	NA	NA
Transitional Housing	YES	NA	NA
Permanent Supportive Housing	YES	NA	NA

M-6: Training, Data Quality and Implementation of HMIS Data & Technical Standards

1. Training Provided (check all that apply)	YES	NO
Basic computer training	<input checked="" type="checkbox"/>	<input type="checkbox"/>
HMIS software training	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Privacy / Ethics training	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Security Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>
System Administrator training	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. CoC Process/Role		
Is there a plan for aggregating all data to a central location, at least annually?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a plan to monitor compliance with HMIS Data & Technical Standards Final Notice?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Data Collection Entered into the HMIS		
Do all participating agencies submit universal data elements for all homeless persons served?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do all agencies required to complete a HUD APR, except agencies meeting the definition of domestic violence provider, submit program level data elements to HMIS?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Security: Participating agencies have:		
Unique username and password access?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Secure location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Locking screen savers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Virus protection with auto update?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Individual or network firewalls?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Restricted access for HMIS accessed via public forums (e.g. PKI digital certificates or IP filtering)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Security: Agency responsible for centralized HMIS data collection and storage has:		
Procedures for off-site storage of HMIS data?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disaster recovery plan that has been <u>tested</u> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Privacy Requirements		
Have additional State confidentiality provisions been implemented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a "Purpose for data collection" sign at each intake desk for all participating agencies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does each participating agency have a written privacy policy, including the uses and disclosures of information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does each participating agency have a privacy policy posted on its website (if applicable)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. Data Quality: CoC has protocols for:		
Client level data quality (i.e. missing birth dates etc.)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Program level data quality (i.e. data not entered by agency in over 14 days)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Assessing CoC bed coverage (i.e. % of beds)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Unduplication of Client Records: CoC process:		
Uses data in the HMIS exclusively to generate unduplicated count?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Uses data integration or data warehouse to generate unduplicated count?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Part III: CoC Strategic Planning

N: CoC 10-Year Plan, Objectives, and Action Steps Chart

Objectives to End Chronic Homelessness and Move Families and Individuals to Permanent Housing	2007 Local Action Steps How are you going to do it? List action steps to be completed within the next 12 months.	Lead Person List name and title or organization of one person responsible for accomplishing each action step.	Baseline (Current Level)	Numeric Achievement in 12 months	Numeric Achievement in 5 years	Numeric Achievement in 10 years
1. Create new PH beds for chronically homeless persons.	Hearth Connection will provide 3 new SHP beds for chronically homeless persons.	Hearth Connection, Kristine Swensen	3 Beds	6 Bed	9 Beds	14 Beds
2. Increase percentage of homeless persons staying in PH over 6 months to at least 71%.	Human Services, Inc. will provide eligible households with increased and intensive services to obtain and remain connected to housing.	John Savereide, HSI	82%	82%	82.5%	85%
3. Increase percentage of homeless persons moving from TH to PH to at least 61.5%.	a. HUD funded agencies and organization participating in the Metro Supportive Services Project are encouraged to apply for State Housing Trust Fund rental assistance funding to expand the permanent housing opportunities for people in transitional housing.	John Savereide, HSI	63%	65%	75%	100%
	b. All discharges from TH to PH will involve case management to assist in increased transition to PH	Pam Verbout, EMWC				
4. Increase percentage of homeless persons employed at exit to at least 18%.	a. Develop protocol to ensure appropriate service referrals for employment and support within the County and providers	Tina O'Malley Bayonet CoC Coordinator	100%	75%	80%	85%
	b. Identify supported employment opportunities for clients in PSH	John Savereide, HSI				
5. Ensure that the CoC has a functional HMIS system.	a. Improve reports available to providers using the system	Craig Helmstetter, Wilder Research	92% Bed Coverage	95% Bed Coverage	96 % Bed Coverage	97% Bed Coverage
	b. Maintain high levels of bed coverage	Craig Helmstetter, Wilder Research				

Barriers: If your CoC will not meet one or more of the above objectives, briefly describe why not (use less than two paragraphs).

Other CoC Objectives in 2007

1. Develop metro regional CoC strategy to end homelessness	a. Washington County CoC will participate in regular planning meetings to explore advantages of consolidating with other metro regional counties	Tina O'Malley Bayonet, CoC Coordinator	Existence of a Work Plan	Suburban consolidation	Metro Consolidation
	b. The six metro CoC's will create a work plan for consolidation	Mike Manhard/MESH			

O: CoC Discharge Planning Policy

Publicly Funded Institution(s) or System(s) of Care in CoC Geographic Area	None	Initial Discussion	Protocol in Development	Formal Protocol Finalized	Formal Protocol Implemented
Foster Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Health Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mental Health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Corrections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Foster Care: Minnesota Department of Human Services, through state legislation, has directed counties to develop discharge plans with all youth beginning at age 16. Discharge plans must include housing and employment options and the assigned county case manager is to work closely with the youth and foster provider to implement all discharge plans. Foster care youth may petition to stay in foster care until age 21. Washington County has a number of processes in place to assure that the State's mandates are enforced. All foster care participants undergo assessment for independent living skills and discharge planning with their case managers. Involuntary discharges need at least 30-day notification to the county in order to facilitate proper transition to the community. Voluntary discharges have a 3-day notification to the service agency and protocol around vulnerability is assessed. The State of Minnesota is primarily responsible for the care of individuals within publicly funded institutions and does not use HUD McKinney-Vento funds to assist such persons in lieu of State and local resources.

Health Care: Local hospitals in the Washington County CoC region will contact the Housing Unit, Financial Intake Line, and/or Emergency Social Services Line in the event of a patient needing housing and support services. Washington County Community Services offers a contracted 24/7 emergency social services response team for any emergency social services need in order to best serve the patient. HUD McKinney-Vento funding is not used to assist in discharging patients from local hospitals.

Mental Health: No person committed to a state regional treatment center is discharged homeless. All persons committed to any of the state regional treatment facilities are assigned a mental health case manager through the county. Discharge planning begins while the commitment process is still occurring. County case management teams assist the person discharging to find appropriate housing. Housing financed by HUD McKinney-Vento dollars is not used for people leaving state regional treatment facilities. Washington County has a team approach for all case management and enforces the State mandates. The State of Minnesota is primarily responsible for the care of individuals within publicly funded institutions and does not use HUD McKinney-Vento funds to assist such persons in lieu of State and local resources.

Corrections:* Washington County has two state prisons and one county jail. In order to prevent offenders from being released homeless from the prison system, the State begins the process of discharge planning shortly after the offender begins serving his sentence in the institution. It is done with enough time to adequately prepare for the coordination of all risk and need areas critical to that offender's successful community reentry. This ensures that all services needed and all available entitlements are secured prior to release and that all stakeholders are included in the discharge planning process. At each correctional facility (prison), a release plan is created for every offender released to supervision. The plan includes case management services, assistance in finding housing, employment, adequate medical and psychiatric treatment and aid in his/her readjustment to the community. Minnesota's Comprehensive Offender Reentry Plan (MCORP) is a strategic initiative between invested state agencies, the courts and the community to plan for offender reentry from the time of court sentencing through offender reentry into the community as productive, law-abiding citizens. In 2006, a Housing Coordinator was hired to provide discharge assistance at the Stillwater Prison. On a local level, an advisory group was formed to ensure a smooth transition for the Washington County Jail inmates back into the community. In coordination with Minnesota Coalition for the Homeless as well as the Housing Unit, a resource guide was developed and is now used as a tool to plan for discharge. If a discharge occurs where an inmate is discovered as homeless, the Jail can contact the Housing Unit of Washington Community Services for assistance in housing the individual. The Housing Coordinator is available for consultation and Housing 101 training within the jail population in order to facilitate appropriate discharge planning. The State of Minnesota is primarily responsible for the care of individuals within publicly funded institutions and does not use HUD McKinney-Vento funds to assist such persons in lieu of State and local resources.

P: CoC Coordination Chart

	YES	NO
1. Consolidated Plan Coordination		
a. Do Con Plan planners, authors and other Con Plan stakeholders participate in CoC general planning meetings?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Do CoC members participate in Con Plan planning meetings, focus groups, or public forums?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Were CoC strategic plan goals addressing homelessness and chronic homelessness used in the development of the Con Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Jurisdictional 10-year Plan Coordination		
a. Is there one or more formal jurisdictional 10-year Plan(s) being developed and/or being implemented within your CoC geography that are separate from the CoC 10-year plan? (If No, you may skip to Question 3a.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Do 10-year Plan conveners, authors and other stakeholders participate in CoC general planning meetings?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Have 10-year Plan participants taken steps to align their planning process with the local CoC plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Were CoC strategic plan goals used in the development of the 10-year Plan(s)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Provide the number of jurisdictions within your CoC geography that have formally implemented a 10-year plan(s).	1	
3. Public Housing Agency Coordination		
a. Do CoC members meet with CoC area PHAs to improve coordination with and access to mainstream housing resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

CoC 2007 Funding Priorities

Q: CoC Project Priorities Chart

HUD-defined CoC Name: Washington County CoC						CoC #: MN-512			
(1) SF-424 Applicant Name (Please Remove Examples)	(2) Project Sponsor Name	(3) Project Name	(4) Priority	(5) Requested Project Amount	(6) Term	(7) Program and Component Type			
						SHP New	SHP Renewal	S+C New	SRO New
<input checked="" type="checkbox"/> ** Hearth Connection	SHP Leasing Project	SHP Leasing	1	\$53,449	2	PH			
Human Services, Inc.	Human Services, Inc.	Mosaic Homes	2	\$41,874	1		PH		
Wilder Research Center	Wilder Research	HMIS	3	\$18,588	1		HMIS		
Wilder Research Center	Wilder Research	HMIS	4	\$4,754	1		HMIS		
(8) Subtotal: Requested Amount for CoC Competitive Projects:				\$118,665					
(9) Shelter Plus Care Renewals:						S+C Component Type			
Not applicable						0			
(10) Subtotal: Requested Amount for S+C Renewal Projects:				\$0					
(11) Total CoC Requested Amount (line 8 + line 10):				\$118,665					

R: CoC Pro Rata Need (PRN) Reallocation Chart

1a. Will your CoC be using the PRN reallocation process? Yes No

S: CoC Project Leveraging Summary Chart

Name of Continuum	Total Value of Written Commitment
Washington County CoC	\$182,976

T: CoC Current Funding and Renewal Projections

Supportive Housing Program (SHP) Projects:

Type of Housing	All SHP Funds Requested (Current Year)	Renewal Projections			
	2007	2008	2009	2010	2011
Transitional Housing (TH)					
Safe Havens-TH					
Permanent Housing (PH)	\$95,172	\$95,172	\$164,059	\$164,059	\$164,059
Safe Havens-PH					
SSO					
HMIS	\$23,342	\$23,342	\$23,342	\$23,342	\$23,342
Totals					

Shelter Plus Care (S+C) Projects:

Number of S+C Bedrooms	All S+C Funds Requested (Current Year)		Renewal Projections							
	2007		2008		2009		2010		2011	
	Units	\$	Units	\$	Units	\$	Units	\$	Units	\$
SRO										
0										
1					5	\$43,000	5	\$43,000	5	\$43,000
2							3	\$31,752	3	\$31,752
3										
4										
5										
Totals						\$43,000	8	\$74,752	8	\$74,752

Part IV: CoC Performance

U: CoC Achievements Chart

2006 Objectives to End Chronic Homelessness and Move Families and Individuals to Permanent Housing	12-month Measurable Achievement Proposed in 2006 (from Chart N of your 2006 CoC application)	Accomplishments (Enter the numeric achievement attained during past 12 months)
1. Create new PH beds for chronically homeless persons.	Create one unit of housing for a chronically homeless person	3 units
2. Increase percentage of homeless persons staying in PH over 6 months to 71%.	Use Metro Supportive Services funding to provide intensive services to persons in PSH to increase retention rate.	100%
3. Increase percentage of homeless persons moving from TH to PH to 61.5%.	Coordinate discharge from TH with providers of PH to ensure that people leaving TH are not homeless	100%
4. Increase percentage of homeless persons becoming employed by 11%.	TH programs will have 11% of persons experiencing homelessness becoming employed at the time of exit (following the national average)	82%
5. Ensure that the CoC has a functional HMIS system.	Washington County CoC will monitor the two systems used for HMIS to maintain functionality	100%
Briefly explain the reasons for not meeting one or more of your proposed measurable achievements.		
<p>OPTIONAL: If desired, you may use this space to describe your CoC's most significant accomplishments over the past 12 months. As stated above, Washington County CoC was not awarded our "housing emphasis" project in 2005 which was a serious disappointment. However, as part of the Regional Metro Council and recipient of Metro Supportive Services funding, Hearth Connection was able to provide PH for two singles and one young adult, all chronically homeless, as well as a family slot. We anticipate another slot for chronic homelessness as well as 2007's housing emphasis request for an additional three slots.</p>		

V: CoC Chronic Homeless (CH) Progress Chart

1. Enter the total number of chronically homeless persons in your CoC and the total number of permanent housing beds designated for the chronically homeless in your CoC for each year.

Year	Number of CH Persons	Number of PH beds for the CH
2005	9	0
2006	18	4
2007	10	3

Briefly describe the reason(s) for any increases in the total number of chronically homeless persons between 2006 and 2007: N/A

2. Indicate the number of **new** PH beds in place and made available for occupancy for the chronically homeless between February 1, 2006 and January 31, 2007:

3

3. Identify the amount of funds from each funding source for the development and operations costs of the **new** CH beds created between February 1, 2006 and January 31, 2007.

Cost Type	Public/Government				Private
	HUD McKinney- Vento	Other Federal	State	Local	
Development	\$0	\$0	\$0	\$0	\$0
Operations	\$0	\$4,500	\$50,000	\$0	\$0
TOTAL	\$0	\$4,500	\$50,000	\$0	\$0

W: CoC Housing Performance Chart

1. Participants in Permanent Housing (PH)		
HUD will be assessing the percentage of all participants who remain in S+C or SHP permanent housing (PH) for more than six months. SHP projects include both SHP-PH and SHP-Safe Haven PH renewals. Complete the following chart using data based on the <u>most recently submitted</u> APR for Question 12(a) and 12(b) for PH projects included on your CoC Priority Chart:		
<input type="checkbox"/>	No applicable PH renewals are on the CoC Project Priorities Chart	APR Data
<input checked="" type="checkbox"/>	<u>All</u> PH renewal projects with APRs submitted are included in calculating the responses below	
a.	Number of participants who exited PH project(s)—APR Question 12(a)	3
b.	Number of participants who did not leave the project(s)—APR Question 12(b)	8
c.	Number who exited after staying 7 months or longer in PH—APR Question 12(a)	3
d.	Number who did not leave after staying 7 months or longer in PH—APR question 12(b)	6
e.	Percentage of all participants in PH projects staying 7 months or longer (c. + d. divided by a. + b., multiplied by 100 = e.)	82%
2. Participants in Transitional Housing (TH) NOT APPLICABLE		
HUD will be assessing the percentage of all TH clients who moved to a permanent housing situation. TH projects include SHP-TH and SHP-Safe Haven/TH <i>not</i> identified as permanent housing. Complete the following chart using data based on the <u>most recently submitted</u> APR Question 14 for TH renewal projects included on your CoC Priorities Chart.		
<input checked="" type="checkbox"/>	No applicable TH renewals are on the CoC Project Priorities Chart	APR Data
<input type="checkbox"/>	<u>All</u> TH renewal projects with APRs submitted are included in calculating the responses below	
a.	Number of participants who exited TH project(s)—including unknown destination	0
b.	Number of participants who moved to PH	0
c.	Percent of participants in TH projects who moved to PH (b. divided by a., multiplied by 100 = c.)	0%

X: Mainstream Programs and Employment Project Performance Chart

<input type="checkbox"/>	No applicable renewal projects for the Mainstream Programs and Employment Chart are included in the CoC Priorities Chart.
<input checked="" type="checkbox"/>	All renewal projects on the CoC Priorities Chart that are not exempted from reporting in the APR are included in calculating the responses below.

(1) Number of Adults Who Left (Use same number in each cell)	(2) Income Source	(3) Number of Exiting Adults with Each Source of Income	(4) Percent with Income at Exit (Col 3 ÷ Col 1 x 100)
0	a. SSI	0	0%
0	b. SSDI	0	0%
0	c. Social Security	0	0%
0	d. General Public Assistance	0	0%
0	e. TANF	0	0%
0	f. SCHIP	0	0%
0	g. Veterans Benefits	0	0%
3	h. Employment Income	3	100%
0	i. Unemployment Benefits	0	0%
0	j. Veterans Health Care	0	0%
0	k. Medicaid	0	0%
0	l. Food Stamps	0	0%
0	m. Other (please specify)	0	0%
0	n. No Financial Resources	0	0%

Y: Enrollment and Participation in Mainstream Programs Chart

Check those activities implemented by a majority of your CoC's homeless assistance providers (check all that apply):	
<input checked="" type="checkbox"/>	A majority of homeless assistance providers have case managers systematically assist clients in completing applications for mainstream benefit programs.
<input checked="" type="checkbox"/>	The CoC systematically analyzes its projects' APRs to assess and improve access to mainstream programs.
<input checked="" type="checkbox"/>	The CoC has an active planning committee that meets at least three times a year to improve CoC-wide participation in mainstream programs.
<input checked="" type="checkbox"/>	A majority of homeless assistance providers use a single application form for four or more of the above mainstream programs.
<input checked="" type="checkbox"/>	The CoC systematically provides outreach and intake staff specific, ongoing training on how to identify eligibility and program changes for mainstream programs.
<input checked="" type="checkbox"/>	The CoC or any of its projects has specialized staff whose primary responsibility is to identify, enroll, and follow-up with homeless persons on participation in mainstream programs.
<input checked="" type="checkbox"/>	A majority of homeless assistance providers supply transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs.
<input checked="" type="checkbox"/>	A majority of homeless assistance providers have staff systematically follow-up to ensure that mainstream benefits are received.
<input checked="" type="checkbox"/>	The CoC coordinates with the State Interagency Council(s) on Homelessness to reduce or remove barriers to accessing mainstream services.

Z: Unexecuted Grants Awarded Prior to the 2006 CoC Competition Chart

NOT APPLICABLE

Project Number	Applicant Name	Project Name	Grant Amount
n/a	n/a	n/a	n/a
		Total:	n/a

AA: CoC Participation in Energy Star Chart

HUD promotes energy-efficient housing. All McKinney-Vento funded projects are encouraged to promote energy efficiency, and are specifically encouraged to purchase and use Energy Star labeled products. For information on the Energy Star initiative go to: <http://www.energystar.gov>.

Have you notified CoC members of the Energy Star initiative? Yes No

Percentage of CoC projects on CoC Priority Chart using Energy Star appliances: 100%

AB: Section 3 Employment Policy Chart

	YES	NO
1. Is any project in your CoC requesting HUD funds for housing rehabilitation or new construction?	<input type="checkbox"/>	<input checked="" type="checkbox"/>