

Before Starting the CoC Application

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

The Collaborative Applicant is responsible for reviewing the following:

1. The FY 2018 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2018 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.
6. Questions marked with an asterisk (*), which are mandatory and require a response.

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: MA-502 - Lynn CoC

1A-2. Collaborative Applicant Name: Lynn Housing Authority & Neighborhood Development

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Lynn Housing Authority & Neighborhood Development

1B. Continuum of Care (CoC) Engagement

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1B-1. CoC Meeting Participants. For the period from May 1, 2017 to April 30, 2018, using the list below, applicant must: (1) select organizations and persons that participate in CoC meetings; and (2) indicate whether the organizations and persons vote, including selecting CoC Board members.

| Organization/Person Categories | Participates in CoC Meetings | Votes, including selecting CoC Board Members |
|--|------------------------------|--|
| Local Government Staff/Officials | Yes | Yes |
| CDBG/HOME/ESG Entitlement Jurisdiction | Yes | Yes |
| Law Enforcement | Yes | No |
| Local Jail(s) | Yes | No |
| Hospital(s) | No | No |
| EMS/Crisis Response Team(s) | Yes | No |
| Mental Health Service Organizations | Yes | Yes |
| Substance Abuse Service Organizations | Yes | Yes |
| Affordable Housing Developer(s) | Yes | Yes |
| Disability Service Organizations | Yes | Yes |
| Disability Advocates | Yes | Yes |
| Public Housing Authorities | Yes | Yes |
| CoC Funded Youth Homeless Organizations | No | No |
| Non-CoC Funded Youth Homeless Organizations | Yes | Yes |
| Youth Advocates | Yes | Yes |
| School Administrators/Homeless Liaisons | Yes | Yes |
| CoC Funded Victim Service Providers | No | No |
| Non-CoC Funded Victim Service Providers | Yes | Yes |
| Domestic Violence Advocates | Yes | Yes |
| Street Outreach Team(s) | Yes | Yes |
| Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates | Yes | No |
| LGBT Service Organizations | No | No |
| Agencies that serve survivors of human trafficking | No | No |
| Other homeless subpopulation advocates | Yes | Yes |
| Homeless or Formerly Homeless Persons | Yes | Yes |
| Mental Illness Advocates | Yes | Yes |
| Substance Abuse Advocates | Yes | Yes |

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|-----------------------------|--|--|
| Other:(limit 50 characters) | | |
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| | | |

By selecting "other" you must identify what "other" is.

1B-1a. Applicants must describe the specific strategy the CoC uses to solicit and consider opinions from organizations and/or persons that have an interest in preventing or ending homelessness. (limit 2,000 characters)

The Lynn CoC (LCoC) holds monthly meetings which are widely advertised across the CoC via email and on partner websites. Invitees include a broad cross-section of organizations and individuals interested in addressing homelessness. Representatives of a diversity of organizations from across the City actively participate in meetings, on subcommittees, on the Board of Directors, invite others to participate in the CoC, speak at meetings and collaborate in the NOFA process.

CoC leadership personally reach out to agencies working with underrepresented populations to encourage their participation including youth, elders and Veterans. Through these efforts, Lynn was one of the first CoCs in the country to attain functional zero. Leaders also act as mentors to new participants to answer questions and support their continued participation

The monthly meetings provide an opportunity to identify and discuss obstacles to housing and services for homeless persons, including specific challenges such as domestic violence (DV), opioids, implementing Housing First (HF), and unaccompanied youth. This is also a time to discuss different approaches, points of view and solutions to challenges for those in crisis. This consistent outreach and inclusion made it possible to 1) create an annual scholarship for a young person seeking college entrance which in turn helps us stay attuned to the needs of individuals and families facing homelessness, and to continuing outreach efforts, 2) have both funded and non-funded agencies participate in a line by line review of the CoC application, 3) engage a diverse working group from across the City to provide input into a comprehensive Gaps Analysis that is currently underway, and 4) interest prospective CoC members. These discussions have been an invaluable tool that feeds the decisions the CoC makes about reallocation, monitoring existing projects, policy changes and LCoC priorities.

1B-2.Open Invitation for New Members. Applicants must describe:
(1) the invitation process;
(2) how the CoC communicates the invitation process to solicit new members;
(3) how often the CoC solicits new members; and
(4) any special outreach the CoC conducted to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join the CoC.
(limit 2,000 characters)

The LCoC regularly solicits new members in both a formal and informal manner.

Monthly meeting invitations are sent out to a broad cross-section of interested parties across the City and announced on partner websites. The annual meeting includes honoring someone in the community who has positively impacted efforts to address homelessness, and as mentioned, we also award two scholarships to young people who seek to attend college and have experienced homelessness. The annual meeting is well advertised via email, websites and the local newspaper is invited to cover it.

The CoC makes a special effort to invite those who may be interested in membership to the annual and monthly meetings, and we often have special speakers or issue-oriented meetings to provide information and to entice new members. Individual agencies have made special invitations to agencies and colleagues they've identified as interested parties.

The CoC solicits new members on an ongoing basis and has targeted specific populations such as unaccompanied youth, Veterans, and those with addictions. We have reached out to agencies such as HAWC, which serves victims of domestic violence and sexual assault, and the Haven Project which serves unaccompanied youth. We invite new members to participate in committees addressing topics where their expertise will help the CoC be most effective.

To increase engagement of unaccompanied homeless youth, we utilized incentives and stipends offered by the state during the annual homeless youth count to engage unaccompanied youth and young adults under 25.

1B-3.Public Notification for Proposals from Organizations Not Previously Funded. Applicants must describe how the CoC notified the public that it will accept and consider proposals from organizations that have not previously received CoC Program funding, even if the CoC is not applying for new projects in FY 2018, and the response must include the date(s) the CoC publicly announced it was open to proposals. (limit 2,000 characters)

In meetings prior to the FY18 NOFA release, the ongoing work to build the membership of the LCoC regularly included discussions of new applicants and projects. Following these meetings, members made special efforts to engage agencies which were not consistently part of the CoC. For example, our Board President reached out to the Haven Project (unaccompanied youth) to offer mentoring as they'd indicated an interest in applying for funding, and our CA lead contacted HAWC (DV) when a new Executive Director was hired there. They decided not to submit a proposal this year, but have contributed considerably to the CoC application and the LCoC Transfer Plan.

All new projects receive technical assistance in developing an application, particularly if they've never used eSNAPS. The Ranking and Review Committee meets to review new applicant proposals to confirm eligibility and adherence to HUD and LCoC priorities. If accepted, all new project applications, including those from currently funded organizations, are evaluated using the same Ranking Tool.

This year, the RFP was distributed on July 16 via email and placed on the CoC partner websites. An announcement was made on June 21 that the NOFA had

been received and the CoC would be accepting applications. On July 23, the CoC held a special meeting to review the NOFA changes this year, CoC-required tasks, reallocation, and the Ranking and Review process, as well as requirements for new projects.

1C. Continuum of Care (CoC) Coordination

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1C-1. CoCs Coordination, Planning, and Operation of Projects. Applicants must use the chart below to identify the federal, state, local, private, and other organizations that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness that are included in the CoCs coordination, planning, and operation of projects.

| Entities or Organizations the CoC coordinates planning and operation of projects | Coordinates with Planning and Operation of Projects |
|---|---|
| Housing Opportunities for Persons with AIDS (HOPWA) | Yes |
| Temporary Assistance for Needy Families (TANF) | Yes |
| Runaway and Homeless Youth (RHY) | Not Applicable |
| Head Start Program | Yes |
| Funding Collaboratives | Yes |
| Private Foundations | Yes |
| Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs | Yes |
| Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs | Yes |
| Housing and service programs funded through other Federal resources | Yes |
| Housing and services programs funded through State Government | Yes |
| Housing and services programs funded through Local Government | Yes |
| Housing and service programs funded through private entities, including foundations | Yes |
| Other:(limit 50 characters) | |
| Faith based organizations | Yes |
| | |

1C-2. CoC Consultation with ESG Program Recipients. Applicants must describe how the CoC:
(1) consulted with ESG Program recipients in planning and allocating ESG funds; and
(2) participated in the evaluating and reporting performance of ESG Program recipients and subrecipients.
(limit 2,000 characters)

LHAND and the LCoC actively collaborate in the planning and allocation of ESG funds, in development of the Consolidated Plan and in the implementation of LCoC priorities. They work with Don Walker, Lynn Office of Economic and Community Development which manages ESG funding for the City, a direct

ESG recipient. Mr. Walker is a regular CoC meeting attendee and member of the Ranking and Review Committee. The CoC and LHAND work in collaboration with Mr. Walker's office to provide information related to Consolidated Plan development, ESG funding allocation needs and protocols and to offer input on ESG program outcomes. The CoC provides PIT, HIC, AHAR and other HMIS data as needed, and will share the HDX Report attached to this submission. Utilizing all data available, Mr. Walker and his staff meet with LHAND and funded CoC members annually to ensure performance standards are clear and focused on ending chronic homelessness.

1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions. Did the CoC provide Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area? Yes to both

1C-2b. Providing Other Data to Consolidated Plan Jurisdictions. Did the CoC provide local homelessness information other than PIT and HIC data to the jurisdiction(s) Consolidated Plan(s)? Yes

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

- (1) the CoC's protocols, including the existence of the CoC's emergency transfer plan, that prioritizes safety and trauma-informed, victim-centered services to prioritize safety; and**
 - (2) how the CoC maximizes client choice for housing and services while ensuring safety and confidentiality.**
- (limit 2,000 characters)**

The LCoC developed a policy related to VAWA this year, and two of our agencies, Lynn Shelter Association and Bridgewell, created a Transfer Plan specific to their organizations which often have clients who utilize both organizations. The CoC has adopted the HUD-developed Domestic Violence Emergency Transfer Plan and protocols after having them reviewed by HAWC (Healing Abuse Working for Change), a CoC member whose mission is to "help abused women, children, men, and nonbinary people live free from violence and fear." These documents, HUD-5380 to HUD-5383, are attached to this application.

Each of the organizations requesting funding through this NOFA has staff trained in trauma-informed care and providing a victim-centered approach. The LCoC takes the needs of this population very seriously. CE allows participation without identifiers, clients can avoid areas of the City where they feel a risk and receive case management to connect them with resources and help them build networks of support. CoC members have person-centered plans and objectives as needed by the individual being assisted. These may include, but are not

exclusive to, family reunification, employment, child care and substance abuse treatment. CoC agencies do what client needs - meet every day for example or being sensitive to type of facility that works best, e.g., sharing a bathroom or being in a facility with both men and women.

The LHAND Integrity Officer is on the Community Engagement Committee with Lynn PD which connects the CoC to families and individuals facing DV.

1C-3a. Applicants must describe how the CoC coordinates with victim services providers to provide annual training to CoC area projects and Coordinated Entry staff that addresses best practices in serving survivors of domestic violence, dating violence, sexual assault, and stalking. (limit 2,000 characters)

CoC member Lynn Shelter Association (LSA) utilizes Respond, a safety planning tool. Respond training at LSA is open to every agency in the CoC. This fall, in partnership with HAWC, we will offer a training for housing and service providers covering 1) the true picture of domestic violence, 2) the value and basics of trauma-informed care, and 3) the need for victim-centered engagement. We will also offer a training to cover HMIS and CE coverage for this population, to ensure privacy and confidentiality are maintained.

Our in-house legal counsel also volunteers at HAWC, and works to ensure they are aware of opportunities within the CoC network. In addition, we are closely monitoring the Justice Department/HUD Initiative to Combat Sexual Harassment announced last October. We have shared the PSA released July 23, 2018 with all of our networks and will share the Outreach Toolkit when it is ready.

1C-3b. Applicants must describe the data the CoC uses to assess the scope of community needs related to domestic violence, dating violence, sexual assault, and stalking, including data from a comparable database. (limit 2,000 characters)

The LCoC utilizes several methods to acquire and share de-identified aggregate data. Our partner, HAWC, uses a database whose sole purpose is to provide effective and secure data management support to victim service organizations (EmpowerDB). We also use the data accumulated by the Massachusetts Department of Public Health (DPH), CDC's National Center for Injury Prevention and Control Division of Violence Prevention, and Jane Doe Inc., a statewide membership coalition that brings together organizations and people committed to ending domestic violence and sexual assault.

In recent LCoC meetings, service providers have shared concerns that they are seeing increasing numbers of women who are victims of DV and estimate that number to be 1 in 4. This anecdotal evidence is supported by FY17 data accumulated by DPH for the whole state, as well as by CDC data that shows 1 in 3 women and 1 in 5 men in MA report having experienced DV by an intimate partner. In 2017, 17% of women and 6% of men reported being sexually assaulted (CDC data).

Information from CoC APRs showed that 27% of all program participants were either fleeing or victims of DV, and that the greatest challenge for this

population in our region is adequate housing. According to the last CE APR, 17% of those enrolled in the CE program had a history of DV and 10% of those who had a history of DV said that they were actively fleeing at the time of CE enrollment. Each of these sources has been vital to developing a picture of the need in the LCoC whose agencies work as a collaborative body in which each agency's strengths are shared to ensure the strength of the whole CoC.

**1C-4. DV Bonus Projects. Is your CoC No
 applying for DV Bonus Projects?**

1C-5. PHAs within CoC. Applicants must use the chart to provide information about each Public Housing Agency (PHA) in the CoC's geographic areas:

- (1) Identify the percentage of new admissions to the Public Housing or Housing Choice Voucher (HCV) Programs in the PHA who were experiencing homelessness at the time of admission;
- (2) Indicate whether the PHA has a homeless admission preference in its Public Housing and/or HCV Program; and
- (3) Indicate whether the CoC has a move on strategy. The information should be for Federal Fiscal Year 2017.

| Public Housing Agency Name | % New Admissions into Public Housing and Housing Choice Voucher Program during FY 2017 who were experiencing homelessness at entry | PHA has General or Limited Homeless Preference | PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g. move on? |
|----------------------------|--|--|--|
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1C-5a. For each PHA where there is not a homeless admission preference in their written policy, applicants must identify the steps the CoC has taken to encourage the PHA to adopt such a policy. (limit 2,000 characters)

**1C-5b. Move On Strategy with Affordable No
 Housing Providers. Does the CoC have a Move On strategy with affordable housing providers in its jurisdiction (e.g., multifamily assisted housing owners, PHAs, Low Income Tax Credit (LIHTC) developments, or local low-income housing programs)?**

1C-6. Addressing the Needs of Lesbian, Gay, Bisexual, Transgender (LGBT). Applicants must describe the actions the CoC has taken to address the needs of Lesbian, Gay, Bisexual, and Transgender individuals and their families experiencing homelessness. (limit 2,000 characters)

Consistently, research shows that homelessness is disproportionately higher among LGBTQ unaccompanied youth than among their straight peers. Recognizing that, the LCoC Youth Committee has made a significant effort during the annual MA Homeless Youth Count to reach out to organizations that serve this population including nAGLY (northeast Association of Gay and Lesbian Youth) a regional resource for this population. Through our long-standing relationship with nAGLY, we were able to hire a young person to assist at the Family Success Center, and two stipended Ambassadors to participate in the annual Homeless Youth Counts to identify other volunteers, distribute surveys, engage survey respondents, and provide input into ways to connect with this population during the Count and year-round.

The CoC enforces non-discriminatory practices in its Governance Charter Attachment K, Anti-discrimination Policy which is reviewed and updated annually. All program participants across the CoC are accepted based upon how they present to the agency. Agencies in the LCoC take this very seriously and have held staff training to ensure full awareness of this topic. The new rules and regulations that have come out of the Equal Access Final Rule, which went into effect on 09.21.16, have been widely distributed and agencies continue to explore and implement best practices.

In the fall, the CoC is having the annual fair housing training, which will emphasize this topic. In addition, as part of the monthly meeting special speaker series, Cultural Competence is slated to be a topic in the coming year. The LCoC strives to address the needs of the LGBTQ population in a manner that ensures each individual and family are treated with dignity and respect.

1C-6a. Anti-Discrimination Policy and Training. Applicants must indicate if the CoC implemented a CoC-wide anti-discrimination policy and conducted CoC-wide anti-discrimination training on the Equal Access Final Rule and the Gender Identity Final Rule.

| | |
|---|-----|
| 1. Did the CoC implement a CoC-wide anti-discrimination policy that applies to all projects regardless of funding source? | Yes |
| 2. Did the CoC conduct annual CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)? | Yes |
| 3. Did the CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access to Housing in HUD Programs in Accordance with an Individual's Gender Identity (Gender Identity Final Rule)? | No |

1C-7. Criminalization of Homelessness. Applicants must select the specific strategies the CoC implemented to prevent the criminalization of homelessness in the CoC's geographic area. Select all that apply.

| | |
|--------------------------------------|-------------------------------------|
| Engaged/educated local policymakers: | <input checked="" type="checkbox"/> |
|--------------------------------------|-------------------------------------|

| | |
|--|-------------------------------------|
| Engaged/educated law enforcement: | <input checked="" type="checkbox"/> |
| Engaged/educated local business leaders: | <input type="checkbox"/> |
| Implemented communitywide plans: | <input checked="" type="checkbox"/> |
| No strategies have been implemented: | <input type="checkbox"/> |
| Other:(limit 50 characters) | |
| | <input type="checkbox"/> |
| | <input type="checkbox"/> |
| | <input type="checkbox"/> |

1C-8. Centralized or Coordinated Assessment System. Applicants must:
(1) demonstrate the coordinated entry system covers the entire CoC geographic area;
(2) demonstrate the coordinated entry system reaches people who are least likely to apply homelessness assistance in the absence of special outreach;
(3) demonstrate the assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner; and
(4) attach CoC’s standard assessment tool.
(limit 2,000 characters)

As indicated in the attached CE Policies and Procedures, p. 3, the LCoC CE covers our entire geography, Lynn, MA. We have four access points throughout the City, Bridgewell, Inc., LEO, Lynn Shelter Association and LHAND. In addition, our CE Specialist goes to My Brother’s Table every Tuesday evening to reach those who may not otherwise be engaging the system. In addition, LCoC agencies regularly do street outreach and maintain relationships with existing and previous clients in area jails, rehabilitation facilities, recuperative care, and through the court system. Union Hospital staff will meet with agency representatives to do referrals in accordance with our discharge policies and Greater Lynn Senior Services reviews CE at their regular breakfasts. These opportunities allow us to enroll people so that when they are ready to utilize CoC system housing and services can more quickly be identified for them. CE is reviewed in all committee meetings as it is an integral piece of our referral system. It is used in conjunction with state RAFT, CSPECH, and ESG funding. The Policies and Procedures developed by the LCoC include the Order of Priority protocols in HUD CPD-16-11 and its subsequent briefing HUD-17-01. Consequently, the most vulnerable in the CoC are always at the top of the CE list for housing. We were encountering challenges with filling vacant units quickly. To combat that, when agencies make a request to fill a vacancy, they now receive the top 5 applicants on the CE list who fit their unit, e.g. individual or family. After the unit is filled, the remaining applicants are returned to the CE list. Likewise, when an agency indicates it has an individual or family in need of a unit, the applicant(s) is connected with a housing provider immediately to seek housing and is referred to the CE access points.

The Standard Assessment tools for families and individuals are attached.

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1D-1. Discharge Planning–State and Local. Applicants must indicate whether the CoC has a discharge policy to ensure persons discharged from the systems of care listed are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply (note that when "None:" is selected no other system of care should be selected).

| | |
|--------------------------|-------------------------------------|
| Foster Care: | <input checked="" type="checkbox"/> |
| Health Care: | <input checked="" type="checkbox"/> |
| Mental Health Care: | <input checked="" type="checkbox"/> |
| Correctional Facilities: | <input checked="" type="checkbox"/> |
| None: | <input type="checkbox"/> |

1D-2. Discharge Planning Coordination. Applicants must indicate whether the CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply (note that when "None:" is selected no other system of care should be selected).

| | |
|--------------------------|-------------------------------------|
| Foster Care: | <input checked="" type="checkbox"/> |
| Health Care: | <input checked="" type="checkbox"/> |
| Mental Health Care: | <input checked="" type="checkbox"/> |
| Correctional Facilities: | <input checked="" type="checkbox"/> |
| None: | <input type="checkbox"/> |

1E. Continuum of Care (CoC) Project Review, Ranking, and Selection

Instructions

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1E-1. Project Ranking and Selection. Applicants must indicate whether the CoC used the following to rank and select project applications for the FY 2018 CoC Program Competition:

- (1) objective criteria;**
- (2) at least one factor related to achieving positive housing outcomes;**
- (3) a specific method for evaluating projects submitted by victim services providers; and**
- (4) attach evidence that supports the process selected.**

| | |
|--|-----|
| Used Objective Criteria for Review, Rating, Ranking and Section | Yes |
| Included at least one factor related to achieving positive housing outcomes | Yes |
| Included a specific method for evaluating projects submitted by victim service providers | Yes |

1E-2. Severity of Needs and Vulnerabilities. Applicants must describe:

- (1) the specific severity of needs and vulnerabilities the CoC considered when reviewing, ranking, and rating projects; and**
- (2) how the CoC takes severity of needs and vulnerabilities into account during the review, rating, and ranking process.**

(limit 2,000 characters)

The NSCoC FY18 NOFA RFP, Ranking Policy, and Ranking Tools for New and Renewal projects each emphasize the importance of projects that take into consideration the severity of needs and vulnerabilities of the population being served. The final Ranking Tool for both renewal and new projects required a narrative regarding use of Housing First and low barrier entry processes, and the Ranking Committee used the Housing First Assessment tool to evaluate a renewal project's ability to house the most vulnerable people using this model. Additional points were given to projects in which 90-100% of the beds were dedicated to the chronically homeless and projects that specifically targeted a specific population including DV. Using the most recently submitted APRs, the Ranking Committee also evaluated housing stability (specifically the percentage who maintain or exit to PH), those placed into PH within 90 days, and those placed within 24 months. Maintenance and increase of all income, as well as earned income, were also evaluated using APRs. DV-specific considerations included the provision of Mainstream Services, which were evaluated using the project application, specific population focus and special capacity within the agency to provide it, and a review of a narrative submitted by the applicant

regarding its use of community partnerships and resources to meet the needs of program participants. As the LCoC CE has been developed with severity of needs and greatest vulnerabilities as priorities, both new and renewal applications were required to participate in CE as part of the threshold review.

- 1E-3. Public Postings. Applicants must indicate how the CoC made public:**
- (1) objective ranking and selection process the CoC used for all projects (new and renewal);**
 - (2) CoC Consolidated Application—including the CoC Application, Priority Listings, and all projects accepted and ranked or rejected, which HUD required CoCs to post to their websites, or partners websites, at least 2 days before the CoC Program Competition application submission deadline; and**
 - (3) attach documentation demonstrating the objective ranking, rating, and selections process and the final version of the completed CoC Consolidated Application, including the CoC Application with attachments, Priority Listing with reallocation forms and all project applications that were accepted and ranked, or rejected (new and renewal) was made publicly available, that legibly displays the date the CoC publicly posted the documents.**

| Public Posting of Objective Ranking and Selection Process | | Public Posting of CoC Consolidated Application including: CoC Application, Priority Listings, Project Listings | |
|---|--------------------------|--|--------------------------|
| CoC or other Website | <input type="checkbox"/> | CoC or other Website | <input type="checkbox"/> |
| Email | <input type="checkbox"/> | Email | <input type="checkbox"/> |
| Mail | <input type="checkbox"/> | Mail | <input type="checkbox"/> |
| Advertising in Local Newspaper(s) | <input type="checkbox"/> | Advertising in Local Newspaper(s) | <input type="checkbox"/> |
| Advertising on Radio or Television | <input type="checkbox"/> | Advertising on Radio or Television | <input type="checkbox"/> |
| Social Media (Twitter, Facebook, etc.) | <input type="checkbox"/> | Social Media (Twitter, Facebook, etc.) | <input type="checkbox"/> |

1E-4. Reallocation. Applicants must indicate whether the CoC has cumulatively reallocated at least 20 percent of the CoC’s ARD between the FY 2014 and FY 2018 CoC Program Program Competitions.

Reallocation: No

1E-4a. If the answer is “No” to question 1E-4, applicants must describe how the CoC actively reviews performance of existing CoC Program-funded projects to determine the viability of reallocating to create new high performing projects. (limit 2,000 characters)

The LCoC utilizes a rigorous monitoring process in which each funded project is monitored annually. This process is used to ensure each project is contributing to the LCoC efforts to end chronic homelessness in Lynn, and that it is using CoC funds in the most efficient manner.

Each monitoring is undertaken by a monitoring team of two individuals with different areas of expertise, who do not have an interest in the project or agency that could be a conflict. If challenges are identified, the project is given an opportunity to address it. If it is not addressed in a timely manner, the LCoC Reallocation Policy and the Monitoring Policy call for reallocation of the funds by a vote of the full CoC.

Monitoring has been very successful in helping agencies share best practices and methods used to accomplish strategies such as Housing First. To date, no project has been reallocated for noncompliance with the recommendations of the Monitoring Committee.

In the monthly meetings, the LCoC also discusses the priorities of the CoC and what type of projects are most likely to achieve those priorities. Members whose projects no longer fulfill the HUD and LCoC policy priorities are encouraged to reallocate funding.

1E-5. Local CoC Competition. Applicants must indicate whether the CoC:
(1) established a deadline for project applications that was no later than 30 days before the FY 2018 CoC Program Competition Application deadline—attachment required;
(2) rejected or reduced project application(s)—attachment required; and
(3) notify applicants that their project application(s) were being rejected or reduced, in writing, outside of e-snaps, at least 15 days before FY 2018 CoC Program Competition Application deadline—attachment required. :

| | |
|---|--------------------------------------|
| (1) Did the CoC establish a deadline for project applications that was no later than 30 days before the FY 2018 CoC Program Competition Application deadline? Attachment required. | Yes |
| (2) If the CoC rejected or reduced project application(s), did the CoC notify applicants that their project application(s) were being rejected or reduced, in writing, outside of e-snaps, at least 15 days before FY 2018 CoC Program Competition Application deadline? Attachment required. | Did not reject or reduce any project |
| (3) Did the CoC notify applicants that their applications were accepted and ranked on the Priority Listing in writing outside of e-snaps, at least 15 before days of the FY 2018 CoC Program Competition Application deadline? | Yes |

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2A-1. Roles and Responsibilities of the CoC and HMIS Lead. Does your CoC have in place a Governance Charter or other written documentation (e.g., MOU/MOA) that outlines the roles and responsibilities of the CoC and HMIS Lead? Attachment Required. Yes

2A-1a. Applicants must: Governance Charter p. 12, 13, and 14
(1) provide the page number(s) where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document(s) referenced in 2A-1, and
(2) indicate the document type attached for question 2A-1 that includes roles and responsibilities of the CoC and HMIS Lead (e.g., Governance Charter, MOU/MOA).

2A-2. HMIS Policy and Procedures Manual. Does your CoC have a HMIS Policy and Procedures Manual? Attachment Required. Yes

2A-3. HMIS Vender. What is the name of the HMIS software vendor? Social Solutions (ETO)

2A-4. HMIS Implementation Coverage Area. Using the drop-down boxes, applicants must select the HMIS implementation Coverage area. Single CoC

2A-5. Bed Coverage Rate. Using 2018 HIC and HMIS data, applicants must report by project type:
(1) total number of beds in 2018 HIC;
(2) total beds dedicated for DV in the 2018 HIC; and

(3) total number of beds in HMIS.

| Project Type | Total Beds in 2018 HIC | Total Beds in HIC Dedicated for DV | Total Beds in HMIS | HMIS Bed Coverage Rate |
|---|------------------------|------------------------------------|--------------------|------------------------|
| Emergency Shelter (ES) beds | 971 | 0 | 971 | 100.00% |
| Safe Haven (SH) beds | 0 | 0 | 0 | |
| Transitional Housing (TH) beds | 69 | 0 | 29 | 42.03% |
| Rapid Re-Housing (RRH) beds | 245 | 0 | 0 | 0.00% |
| Permanent Supportive Housing (PSH) beds | 268 | 0 | 261 | 97.39% |
| Other Permanent Housing (OPH) beds | 58 | 0 | 58 | 100.00% |

2A-5a. To receive partial credit, if the bed coverage rate is 84.99 percent or lower for any of the project types in question 2A-5., applicants must provide clear steps on how the CoC intends to increase this percentage for each project type over the next 12 months. (limit 2,000 characters)

HMIS data is collected on 100% of the RRH beds, but they are reported in the State's HMIS and it is not technically possible for ETO to integrate that data into our HMIS, even though they are in our geographic area. We will continue to raise this concern with DHCD and Social Solutions.

2A-6. AHAR Shells Submission: How many 2017 Annual Housing Assessment Report (AHAR) tables shells did HUD accept? 3

2A-7. CoC Data Submission in HDX. Applicants must enter the date the CoC submitted the 2018 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX). (mm/dd/yyyy) 04/30/2018

2B. Continuum of Care (CoC) Point-in-Time Count

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2B-1. PIT Count Date. Applicants must enter the date the CoC conducted its 2018 PIT count (mm/dd/yyyy). 01/24/2018

2B-2. HDX Submission Date. Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy). 04/30/2018

2C. Continuum of Care (CoC) Point-in-Time (PIT) Count: Methodologies

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

**2C-1. Change in Sheltered PIT Count Implementation. Applicants must describe any change in the CoC’s sheltered PIT count implementation, including methodology and data quality changes from 2017 to 2018. Specifically, how those changes impacted the CoC’s sheltered PIT count results.
 (limit 2,000 characters)**

There were no changes in the implementation of the PIT Count this year, but we again delivered a comprehensive training to continue to increase the accuracy and effectiveness of the PIT.

2C-2. Did your CoC change its provider coverage in the 2018 sheltered count? No

2C-2a. If “Yes” was selected in 2C-2, applicants must enter the number of beds that were added or removed in the 2018 sheltered PIT count.

| | |
|---------------|---|
| Beds Added: | 0 |
| Beds Removed: | 0 |
| Total: | 0 |

2C-3. Presidentially Declared Disaster Changes to Sheltered PIT Count. Did your CoC add or remove emergency shelter, transitional housing, or Safe Haven inventory because of funding specific to a Presidentially declared disaster, resulting in a change to the CoC’s 2018 sheltered PIT count? No

2C-3a. If “Yes” was selected for question 2C-3, applicants must enter the number of beds that were added or removed in 2018 because of a Presidentially declared disaster.

| | |
|---------------|---|
| Beds Added: | 0 |
| Beds Removed: | 0 |
| Total: | 0 |

2C-4. Changes in Unsheltered PIT Count Implementation. Did your CoC change its unsheltered PIT count implementation, including methodology and data quality changes from 2017 to 2018? If your CoC did not conduct and unsheltered PIT count in 2018, select Not Applicable. No

2C-5. Identifying Youth Experiencing Homelessness in 2018 PIT Count. Did your CoC implement specific measures to identify youth experiencing homelessness in its 2018 PIT count? Yes

2C-5a. If “Yes” was selected for question 2C-5., applicants must describe: (1) how stakeholders serving youth experiencing homelessness were engaged during the planning process; (2) how the CoC worked with stakeholders to select locations where youth experiencing homelessness are most likely to be identified; and (3) how the CoC involved youth experiencing homelessness in counting during the 2018 PIT count. (limit 2,000 characters)

As one of the first CoCs in the state to implement a youth-specific count, the LCoC has an established process for acquiring data on homeless youth and is now a respected resource for those seeking to implement effective youth counts. The LCoC Youth Committee defined specific measures for reaching youth as part of the 2018 HUD PIT count based upon this 5 years of experience. The committee includes agencies and stakeholders that serve youth experiencing homelessness as well as youth who are unstably housed. Committee members engage youth and young adults in their own programs to obtain critical input into this process from these stakeholders.

Identifying the locations where youth were most likely to be found was spearheaded by the youth and young adults in our CoC programs, as well as by the youths' participation in the annual MA Homeless Youth Count which is undertaken in May/June of each year. During that process, youth and young adults participated as volunteers and stipended Ambassadors to facilitate outreach efforts.

Youth experiencing homelessness and youth who are unstably housed were integral to ensuring accuracy during the 2018 PIT Count. These youth were specifically responsible for the count of youth and young adults, in part because we understand that youth are often more likely to trust their peers. These youth went into the community and relied on word-of-mouth to find/connect with homeless youth and ensure they were included in the PIT.

2C-6. 2018 PIT Implementation. Applicants must describe actions the CoC implemented in its 2018 PIT count to better count:

**(1) individuals and families experiencing chronic homelessness;
(2) families with children experiencing homelessness; and
(3) Veterans experiencing homelessness.
(limit 2,000 characters)**

The CoC used the strength of its networks to reach out to all service providers in Lynn, regardless of their previous level of participation in the PIT or CoC, in order to gain the most accurate data. This was particularly useful in ensuring that all unsheltered locations were identified including camps and regular hang-outs. In addition, this helped us identify those who were unable to maintain housing after using HomeBASE and/or RAFT funding. One CoC member is a legal advocate who consistently provides input about this population to help us identify them. The CoC worked with local communities - including law enforcement, meal programs, and faith communities - to establish PIT working groups to plan outreach and focus on unsheltered homeless populations who have a higher incidence of CH. The LCoC worked with emergency shelters to differentiate families with unaccompanied youth heads of household from those with older heads of household to ensure their unique needs were met.

We are fortunate to have attained functional zero for our Veterans, so no additional actions were needed. The PIT used the standard methods for counting Veterans that have been successful in identifying and housing them.

3A. Continuum of Care (CoC) System Performance

Instructions

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3A-1. First Time Homeless as Reported in HDX. In the box below, applicants must report the number of first-time homeless as reported in HDX.

| | |
|---|-----|
| Number of First Time Homeless as Reported in HDX. | 735 |
|---|-----|

3A-1a. Applicants must:

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

The CoC uses the Coordinated Entry (CE) process, data trends, and the experience of agencies and front-line staff to determine the risk factors that would be used to identify persons becoming homeless for the first time. These risk factors include: DV, families with young children, single heads of household, untreated mental illness, chronic substance abuse, high rent burden, lack of familial resources, lack of affordable housing, and lack of income/low income.

It also uses the CE program to identify, assess, and triage households at imminent risk of homelessness to proactively and quickly link them to resources that can help them stabilize their housing. The CE Regional Specialists reach out to community-based agencies throughout the region to connect with those experiencing a housing crisis. The CoC works with community-based providers and state agencies to connect these households with RRH funds, TBRA, and other short-term subsidies. The CoC relies on: state programs such as RAFT, HomeBase, and Tenancy Preservation Program; federal programs such as SSVF, HOPWA, and ESG that are administered by community-based nonprofits; and private foundation funds that can be used for TBRA and prevention (administered by community action agencies and other nonprofits in the region). The CoC partners with nonprofits and state agencies to ensure clients have access to: eviction and foreclosure prevention services (Northeast Justice Center offers legal services, the Family Success Center offers counseling); re-entry services (through partnerships with DOJ and Essex County Sheriff's Department); and RRH prevention services (through the Department of Transitional Assistance).

The Lynn Housing Authority & Neighborhood Development is responsible for overseeing the CoC's strategy to reduce or end first time homelessness in the

region.

3A-2. Length-of-Time Homeless as Reported in HDX. Applicants must:
 (1) provide the average length of time individuals and persons in families remained homeless (i.e., the number);
 (2) describe the CoC’s strategy to reduce the length-of-time individuals and persons in families remain homeless;
 (3) describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
 (4) provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the length of time individuals and families remain homeless.
 (limit 2,000 characters)

Average length of time homeless for FY17 was 370 bed nights. The CoC's strategy to reduce the length-of-time homeless involves increasing access to housing opportunities in the region and providing outreach to homeless individuals/families. The CoC has Coordinated Entry (CE) intake staff, who provide targeted outreach to ensure homeless persons are on the CE list and all other housing lists in the region. The CoC also prioritizes its housing resources in ways that intend to reduce the length-of-time homeless (i.e., using ESG to rapidly rehouse those who can be quickly rehoused with short term assistance and using PSH for those who are experiencing chronic homelessness). The CoC also intends to create a working group after submission of this application to identify ways to improve the SPMs. The CoC identifies and houses individuals and persons with the longest length of time homeless by utilizing the Coordinated Entry (CE) process. Agencies pull names from the top of the CE list in accordance with the CoC's CE policy to assure the longest-time homeless individuals are prioritized for housing. LHAND is responsible for overseeing the CoC’s strategy to reduce length-of time homeless in Lynn.

3A-3. Successful Permanent Housing Placement and Retention as Reported in HDX. Applicants must:
 (1) provide the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations; and
 (2) provide the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations.

| | Percentage |
|--|------------|
| Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid re-housing that exit to permanent housing destinations as reported in HDX. | 50% |
| Report the percentage of individuals and persons in families in permanent housing projects, other than rapid re-housing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX. | 99% |

3A-3a. Applicants must:
 (1) describe the CoC’s strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations; and

**(2) describe the CoC’s strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations.
 (limit 2,000 characters)**

Through CE, the CoC undertakes outreach at the community level to inform individuals, families, and agencies of available housing and services. The CoC embedded CE into emergency shelters and other systems serving our most vulnerable populations through the intake process in order to reach households least likely to seek assistance. All four access points provide housing and/or housing search, and services to families and individuals. CoC members have built a strong network to ensure that clients who come to the top of the CE list are quickly housed, regardless of which agency was their first contact point within the CoC.

Client-based efforts within all agencies include providing voluntary, intensive case management, increasing collaboration with health insurance and CSPECH and with case managers at the State level (i.e. those at DMH and DCF), utilizing health insurance case managers to identify resources, working with landlords to educate them, and use of master leasing to encourage landlords to participate.

3A-4. Returns to Homelessness as Reported in HDX. Applicants must report the percentage of individuals and persons in families returning to homelessness over a 6- and 12-month period as reported in HDX.

| | Percentage |
|---|------------|
| Report the percentage of individuals and persons in families returning to homelessness over a 6- and 12-month period as reported in HDX | 1% |

3A-4a. Applicants must:

- (1) describe how the CoC identifies common factors of individuals and persons in families who return to homelessness;**
- (2) describe the CoC’s strategy to reduce the rate of additional returns to homelessness; and**
- (3) provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the rate individuals and persons in families returns to homelessness.
 (limit 2,000 characters)**

The CoC identifies common factors of persons returning to homeless using HMIS data, the CE process/system, data trends, and the experience of agencies and front-line staff.

The CoC uses many of the same strategies to prevent returns to homelessness that it does to prevent first time homelessness including referrals to wraparound resources via partner agencies and referrals to legal services to assist people before they become homeless; use of networking among CoC agencies; emergency assistance to prevent evictions; using one application for all services; and use of CE. Using Jewish Vocational Services for ESOL and the Family Success Center for diversion.

LHAND and the Executive Committee are responsible for overseeing the CoC’s strategy to reduce the rate of

returns to homelessness.

3A-5. Job and Income Growth. Applicants must:

- (1) describe the CoC's strategy to increase access to employment and non-employment cash sources;**
 - (2) describe how the CoC works with mainstream employment organizations to help individuals and families increase their cash income; and**
 - (3) provide the organization name or position title that is responsible for overseeing the CoC's strategy to increase job and income growth from employment.**
- (limit 2,000 characters)**

case management; NorTh Shore career center; financial stability at FSS; intake and annual review

The CoC strives to ensure all programs provide clients with access to nonemployment cash resources and employment assistance by first using an intake form with multiple mainstream resources. Case managers are trained in income maximization techniques and assist clients with applying for all mainstream benefits or refer clients to other staff who are better equipped to assist (i.e., agencies have SOAR-trained staff who can assist with difficult SSDI situations). Individual programs help clients access employment by providing short-term, time-limited employment opportunities within their own agencies which help connect unemployed clients with employment to build their skills, confidence, and ability to provide future employers with an employee reference.

Programs also work with multiple CoC partner agencies that provide job training, counseling, and job search assistance such as the North Shore Career Center. Agencies will also work with private employers to seek trial periods of employment to provide opportunities to demonstrate reliability and capacity.

Mainstream employment agencies, such as the North Shore Career Center are invited to and participate in regular CoC meetings, and a member is currently on the Youth Committee while another is on the Executive Committee. The CoC also works with LEO, the local community action agency, which offers job training, job counseling, and other employment-related services to low-income individuals and families. Agencies partner with Massachusetts Rehabilitation Commission, Workforce Investment Board, and other state and federal agencies that help increase clients' employment.

LHAND and the Executive Committee are responsible for overseeing the CoC's strategy to increase job and income growth from employment.

3A-6. System Performance Measures Data Submission in HDX. Applicants must enter the date the CoC submitted the System Performance Measures data in HDX, which included the data quality section for FY 2017 (mm/dd/yyyy) 05/31/2018

3B. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Instructions

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

- 3B-1. DedicatedPLUS and Chronically Homeless Beds. In the boxes below, applicants must enter:**
- (1) total number of beds in the Project Application(s) that are designated as DedicatedPLUS beds; and**
 - (2) total number of beds in the Project Application(s) that are designated for the chronically homeless, which does not include those that were identified in (1) above as DedicatedPLUS Beds.**

| | |
|--|-----------|
| Total number of beds dedicated as DedicatedPLUS | 7 |
| Total number of beds dedicated to individuals and families experiencing chronic homelessness | 85 |
| Total | 92 |

3B-2. Orders of Priority. Did the CoC adopt the Orders of Priority into their written standards for all CoC Program-funded PSH projects as described in Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing? Attachment Required. Yes

3B-2.1. Prioritizing Households with Children. Using the following chart, applicants must check all that apply to indicate the factor(s) the CoC currently uses to prioritize households with children during FY 2018.

| | |
|--|-------------------------------------|
| History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse) | <input checked="" type="checkbox"/> |
| Number of previous homeless episodes | <input checked="" type="checkbox"/> |
| Unsheltered homelessness | <input checked="" type="checkbox"/> |
| Criminal History | <input checked="" type="checkbox"/> |
| Bad credit or rental history | <input checked="" type="checkbox"/> |
| Head of Household with Mental/Physical Disability | <input checked="" type="checkbox"/> |

3B-2.2. Applicants must:

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

The LCoC takes a comprehensive approach to rapidly rehousing all households by using all resources available. For example, the state has a robust diversion program (HomeBASE, RAFT) to rapidly rehouse families with children who have become homeless. The CoC also utilizes the Community Support for Persons Experiencing Chronic Homelessness (CSPECH) program for persons who meet the definition of chronic homelessness; CSPECH requires housing within 90 days. When families have been identified as at-risk for homelessness, they are referred to State resources. Additional enhanced diversion assistance is provided/available for families with barriers to being rehoused quickly (eg, families with 5+ members or medical issues). Many families are referred to the CoC via the state's Department of Housing & Community Development (DHCD) and are able to take advantage of DHCD programs and other state agency resources. Families are provided with housing and support services to increase their stability during the rapid rehousing process. The CoC ensures clients are connected to mainstream organizations that provide ongoing supports so families will have access to continuous support services that can help them maintain their housing and stability after once assistance ends. LHAND and the Executive Committee are responsible for overseeing the CoC’s strategy to rapidly rehouse families with children.

3B-2.3. Antidiscrimination Policies. Applicants must check all that apply that describe actions the CoC is taking to ensure providers (including emergency shelter, transitional housing, and permanent supportive housing (PSH and RRH) within the CoC adhere to antidiscrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on age, sex, gender, LGBT status, marital status, or disability when entering a shelter or housing.

| | |
|---|--------------------------|
| CoC conducts mandatory training for all CoC and ESG funded service providers on these topics. | <input type="checkbox"/> |
| CoC conducts optional training for all CoC and ESG funded service providers on these topics. | <input type="checkbox"/> |
| CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients. | <input type="checkbox"/> |
| CoC has worked with ESG recipient(s) to identify both CoC and ESG funded facilities within the CoC geographic area that may be out of compliance, and taken steps to work directly with those facilities to come into compliance. | <input type="checkbox"/> |
| CoC has sought assistance from HUD through submitting AAQs or requesting TA to resolve non-compliance of service providers. | <input type="checkbox"/> |

3B-2.4. Strategy for Addressing Needs of Unaccompanied Youth Experiencing Homelessness. Applicants must indicate whether the CoC’s strategy to address the unique needs of unaccompanied homeless youth includes the following:

| | |
|---|----|
| Human trafficking and other forms of exploitation | No |
|---|----|

| | |
|---|-----|
| LGBT youth homelessness | Yes |
| Exits from foster care into homelessness | Yes |
| Family reunification and community engagement | Yes |
| Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs | Yes |

3B-2.5. Prioritizing Unaccompanied Youth Experiencing Homelessness Based on Needs. Applicants must check all that apply from the list below that describes the CoC’s current strategy to prioritize unaccompanied youth based on their needs.

| | |
|--|-------------------------------------|
| History or Vulnerability to Victimization (e.g., domestic violence, sexual assault, childhood abuse) | <input checked="" type="checkbox"/> |
| Number of Previous Homeless Episodes | <input checked="" type="checkbox"/> |
| Unsheltered Homelessness | <input checked="" type="checkbox"/> |
| Criminal History | <input checked="" type="checkbox"/> |
| Bad Credit or Rental History | <input checked="" type="checkbox"/> |

**3B-2.6. Applicants must describe the CoC's strategy to increase:
 (1) housing and services for all youth experiencing homelessness by providing new resources or more effectively using existing resources, including securing additional funding; and
 (2) availability of housing and services for youth experiencing unsheltered homelessness by providing new resources or more effectively using existing resources.
 (limit 3,000 characters)**

The Lynn Shelter Association set aside four units at the Osmund specifically for this age group for referral by any agency in the City. The CoC also took advantage of funding provided through the MA EOHHS for unaccompanied youth age 18-24 who were homeless or at risk of homelessness. This funding covered rent arrearage, first and last month rent, utility deposits and arrears, and basic set up such as furniture, linens, and dishes. LHAND opened a house on Newhall St. for this population that includes 6 SROs with case management. The CoC has strong relationships with both the North Shore Community Center and Salem State University to ensure college students have needed resources. At the Family Success Center, there is also a young adult drug diversion program to prevent homelessness.

Each year, the CoC’s Youth Committee leads the CoC-wide Youth Count, which helps foster relationships throughout the region. Homeless youth are entered into the CoC’s CE system. The CoC partners with existing mainstream agencies that work with unaccompanied youth, recognizing that these existing organizations can help the CoC better access this population.

The CoC has the local McKinney-Vento Educational Liaison on the CoC Youth Committee and she is an active participant in CoC meetings and in the annual

homeless youth count undertaken at the state level. The CoC uses data gathered through the annual youth count to advocate for additional funding (eg, funding from the Interagency Council on Housing & Homelessness). We intend to continue strengthening the Youth Count because this data is a critical tool for increasing resources and funding in Lynn.

The CoC's strategy for increasing the availability of housing and services for youth experiencing unsheltered homelessness is the same as listed above. The CoC focuses on strengthening its Youth Count and increasing its street outreach in order to better identify the unsheltered homeless youth population in Lynn, recognizing that this data can help persuade funders to increase resources for these individuals.

3B-2.6a. Applicants must:

- (1) provide evidence the CoC uses to measure both strategies in question 3B-2.6. to increase the availability of housing and services for youth experiencing homelessness;**
 - (2) describe the measure(s) the CoC uses to calculate the effectiveness of the strategies; and**
 - (3) describe why the CoC believes the measure it uses is an appropriate way to determine the effectiveness of the CoC's strategies.**
- (limit 3,000 characters)**

The annual homeless youth count is an invaluable resource as it connects us to those who have housing as well as to those who need it and helps in the identification of new resources and ways to house youth. The CoC prioritizes youth for diversion to minimize homelessness among this population. The LCoC also uses the networks and strong relationships it has created with other CoCs such as the North Shore CoC and Balance of State to identify creative ways to house youth. CoC members have utilized regional NSHAG funding, as well as NSHAG-funded workshops, and is currently working with NSHAG to partner in an application for funding from the State of Massachusetts specifically for youth housing.

Through the Youth Committee, shelters and other mainstream providers have been educated about the unique needs of unstably housed youth and how to make programs more user-friendly for them. Continuing outreach and meeting with individual agencies is effective as it ensures regional engagement while addressing unique agency concerns. This is measured by the increased number of participants in the Youth Committee, numbers reflected in the PIT and MA Annual Youth Count, and interest in funding opportunities.

3B-2.7. Collaboration–Education Services. Applicants must describe how the CoC collaborates with:

- (1) youth education providers;**
 - (2) McKinney-Vento State Education Agency (SEA) and Local Education Agency (LEA);**
 - (3) school districts; and**
 - (4) the formal partnerships with (1) through (3) above.**
- (limit 2,000 characters)**

Our in-house legal counsel developed a presentation for area schools on fair housing for both staff and students. CoC member Bridgewell has developed a

middle school presentation regarding substance abuse avoidance. In Lynn we are fortunate to have the Siemer Institute in Lynn Schools to prepare students at risk for college, helping them build the confidence and academic capacity to succeed. The Lynn Public Schools McKinney-Vento representative is an active member of the CoC Youth Committee. Two CoC members also provide early childhood education for those of limited income.

The CoC has an MOU with the McKinney-Vento liaison.

3B-2.7a. Applicants must describe the policies and procedures the CoC adopted to inform individuals and families who become homeless of their eligibility for education services. (limit 2,000 characters)

The Lynn CoC has adopted a comprehensive Education Policy which is defined on pages 22-24 of the Governance Charter. The CoC invites local State Educational Liaisons to monthly meetings and CoC members regularly attend their meetings to maintain open lines of communication and to take advantage of mutually beneficial funding opportunities.

Each CoC-funded project serving households with children has a staff member dedicated to education and is in regular contact with local and State educational providers as required by the CoC's Education Policy. As indicated, the CoC has strong relationships with McKinney-Vento Liaisons and use those regularly to ensure that children are attending school during times of housing crisis. Educational needs are consistently explored across the CoC at intake and in the development of Client Plans.

The agencies in the CoC also regularly refer clients to our area CAP agencyLEO, as well as the Family Success Center which each have specific programs related to increasing and attaining education and employment.

3B-2.8. Does the CoC have written formal agreements, MOU/MOAs or partnerships with one or more providers of early childhood services and supports? Select "Yes" or "No". Applicants must select "Yes" or "No", from the list below, if the CoC has written formal agreements, MOU/MOA's or partnerships with providers of early childhood services and support.

| | MOU/MOA | Other Formal Agreement |
|---------------------------------|---------|------------------------|
| Early Childhood Providers | Yes | No |
| Head Start | Yes | Yes |
| Early Head Start | Yes | Yes |
| Child Care and Development Fund | Yes | Yes |
| Federal Home Visiting Program | No | No |
| Healthy Start | Yes | No |
| Public Pre-K | Yes | Yes |
| Birth to 3 years | Yes | Yes |
| Tribal Home Visting Program | No | No |
| Other: (limit 50 characters) | | |
| | | |

| | | |
|--|--|--|
| | | |
|--|--|--|

3B-3.1. Veterans Experiencing Homelessness. Applicants must describe the actions the CoC has taken to identify, assess, and refer Veterans experiencing homelessness, who are eligible for U.S. Department of Veterans Affairs (VA) housing and services, to appropriate resources such as HUD-VASH, Supportive Services for Veterans Families (SSVF) program and Grant and Per Diem (GPD). (limit 2,000 characters)

The LCoC has an active Veteran Committee to identify, assess and refer homeless Veterans to various housing and community services in partnership with the VAMC (VA Medical Center), local CBOC (Community Based Outpatient Clinic), local VSO (Veteran Service Officer) and community partners to identify homeless Veterans. It has an Active Veteran Registry of homeless and at-risk Veterans each with a stabilization plan (Lynn VSO, VAMC, VASH, SSVF, GPD are all represented on that committee). Committee members ensure that each Veteran listed on the Registry has a stabilization plan to facilitate supportive services and housing when they are ready. There is coordinated outreach between local Street Outreach Liaisons who also coordinate with local VAMC's and housing authority to access VASH. Lynn does not have GPD, however, we do coordinate with local GPD providers to utilize GPD in the region as needed. One of our most is achieving Functional Zero for our Veterans.

3B-3.2. Does the CoC use an active list or by name list to identify all Veterans experiencing homelessness in the CoC? Yes

3B-3.3. Is the CoC actively working with the VA and VA-funded programs to achieve the benchmarks and criteria for ending Veteran homelessness? Yes

3B-3.4. Does the CoC have sufficient resources to ensure each Veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach? Yes

3B-5. Racial Disparity. Applicants must: No
(1) indicate whether the CoC assessed whether there are racial disparities in the provision or outcome of homeless assistance;
(2) if the CoC conducted an assessment, attach a copy of the summary.

4A. Continuum of Care (CoC) Accessing Mainstream Benefits and Additional Policies

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

- 4A-1. Healthcare. Applicants must indicate, for each type of healthcare listed below, whether the CoC:**
- (1) assists persons experiencing homelessness with enrolling in health insurance; and**
 - (2) assists persons experiencing homelessness with effectively utilizing Medicaid and other benefits.**

| Type of Health Care | Assist with Enrollment | Assist with Utilization of Benefits? |
|--|------------------------|--------------------------------------|
| Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services) | Yes | Yes |
| Private Insurers: | Yes | Yes |
| Non-Profit, Philanthropic: | Yes | Yes |
| Other: (limit 50 characters) | | |
| | | |

- 4A-1a. Mainstream Benefits. Applicants must:**
- (1) describe how the CoC works with mainstream programs that assist persons experiencing homelessness to apply for and receive mainstream benefits;**
 - (2) describe how the CoC systematically keeps program staff up-to-date regarding mainstream resources available for persons experiencing homelessness (e.g., Food Stamps, SSI, TANF, substance abuse programs); and**
 - (3) provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy for mainstream benefits. (limit 2,000 characters)**

CoC members are highly knowledgeable in the variety of mainstream benefits including CSPECH, Food Stamps, SSI, TANF, Medicaid and Medicare. CoC members use single forms at assessment to identify needs and benefit eligibility, help clients access these, and follow up through case management.

The Financial Stability program at the regional Family Success Center which is utilized by all CoC agencies provides benefits maximization, and partnership with the Career Center, also located in the Family Success Center. The CA shares opportunities that it becomes aware of throughout the CoC network via email and in monthly meetings. All agencies are encouraged to attend benefits meetings and review benefit program websites and social media. In addition,

the CoC has built strong relationships with state agencies and resource providers which adds another layer of access for CoC members.

LHAND and the LCoC Board are responsible for oversight.

4A-2.Housing First: Applicants must report:

- (1) total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition; and**
- (2) total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition that have adopted the Housing First approach—meaning that the project quickly houses clients without preconditions or service participation requirements.**

| | |
|--|-----|
| Total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition. | 8 |
| Total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition that have adopted the Housing First approach—meaning that the project quickly houses clients without preconditions or service participation requirements. | 6 |
| Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects in the FY 2018 CoC Program Competition that will be designated as Housing First. | 75% |

4A-3. Street Outreach. Applicants must:

- (1) describe the CoC’s outreach;**
- (2) state whether the CoC's Street Outreach covers 100 percent of the CoC’s geographic area;**
- (3) describe how often the CoC conducts street outreach; and**
- (4) describe how the CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance. (limit 2,000 characters)**

The Lynn CoC takes a comprehensive approach to street outreach, involving the majority of CoC agencies and through different venues. RISE, (Realizing Intergenerational Success through Education), identifies a homeless student in the public schools and quickly connects his or her family with two case managers, one from LHAND and one from the Lynn Public Schools who work hand in hand to help the family reach their goals. Mass Coalition for the Homeless has a kiosk at the Lynn Community Health Center where anyone in crisis can ask questions about available resources. Healthy Streets and Elliott partner with the Police Department to identify those who are homeless, and justice involved. The North Shore Community College hosts a weekly coffee for Veterans where COC members can present their programs. CoC outreach teams consistently go to “hot spots” and continue to build relationships and promote Housing First as some still believe they must be sober to obtain housing. Lynn also has a respite center now for those who are homeless or in emergency shelter and need medical assistance, but not enough to be hospitalized.

Street Outreach covers 100% of the Lynn geography on a daily and weekly

basis depending upon the agency, and all agencies share new sites or areas of congregation with other agencies and CE. The Lynn Shelter Association (LSA) undertakes street outreach daily throughout the CoC's geographic area and has built relationships with those who are reluctant or uninterested in seeking assistance, continually making them aware of the resources available to them. Youth are less likely to ask for assistance due to the stigma of being homeless, or fear of being placed in DCF custody if they are under 18. Therefore, regular street outreach occurs in the places where they are most likely to congregate (i.e., parks, laundromats, coffee shops, and college communal areas).

4A-4. Affirmative Outreach. Applicants must describe:

- (1) the specific strategy the CoC implemented that furthers fair housing as detailed in 24 CFR 578.93(c) used to market housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status or disability; and**
- (2) how the CoC communicated effectively with persons with disabilities and limited English proficiency fair housing strategy in (1) above.**
(limit 2,000 characters)

The LCoC Governance Charter which is renewed and approved annually includes policies specific to fair housing and equal opportunity and compliance with local and federal laws. Among the requirements of the Antidiscrimination Policy is that LCoC members annually attend training on equal access and implementation of the Fair Housing Act. Outreach through CE educates agencies serving specific, difficult-to-reach populations about CE and housing opportunities available through enrollment. The CA and member agencies adopt culturally competent policies and approaches, using partner agencies as needed if there is a gap such as a language barrier, or other challenges to accessing services or information. CoC agencies use a variety of interpreters, bilingual and multilingual employees, and marketing tools like the Fair Housing logo. Every program utilized a handbook in various languages.

4A-5. RRH Beds as Reported in the HIC. Applicants must report the total number of rapid rehousing beds available to serve all household types as reported in the Housing Inventory Count (HIC) for 2017 and 2018.

| | 2017 | 2018 | Difference |
|--|------|------|------------|
| RRH beds available to serve all populations in the HIC | 280 | 245 | -35 |

4A-6. Rehabilitation or New Construction Costs. Are new proposed project applications requesting \$200,000 or more in funding for housing rehabilitation or new construction? No

4A-7. Homeless under Other Federal Statutes. Is the CoC requesting to designate one or more of its SSO or TH projects to serve families with children or youth defined as No

homeless under other Federal statutes?