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 2019 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2019 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:
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
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1A-1. CoC Name and Number: MD-502 - Harford County CoC

1A-2. Collaborative Applicant Name: Harford Community Action Agency, Inc.

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Harford Community Action Agency, Inc.
1B. Continuum of Care (CoC) Engagement

Instructions:
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Warning! The CoC Application score could be affected if information is incomplete on this formlet.

1B-1. CoC Meeting Participants.
For the period of May 1, 2018 to April 30, 2019, applicants must indicate whether the Organization/Person listed:
1. participated in CoC meetings;
2. voted, including selecting CoC Board members; and
3. participated in the CoC’s coordinated entry system.

<table>
<thead>
<tr>
<th>Organization/Person</th>
<th>Participates in CoC Meetings</th>
<th>Votes, including selecting CoC Board Members</th>
<th>Participates in Coordinated Entry System</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government Staff/Officials</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>CDBG/HOME/ESG Entitlement Jurisdiction</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Local Jail(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Hospital(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>EMS/Crisis Response Team(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Mental Health Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Substance Abuse Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Affordable Housing Developer(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Disability Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Disability Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Public Housing Authorities</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>CoC Funded Youth Homeless Organizations</td>
<td>Not Applicable</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Non-CoC Funded Youth Homeless Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Applicant: Harford Community Action Agency, Inc.  
Project: MD-502 CoC Registration FY2019  
FY2019 CoC Application  
Page 3  
09/27/2019
**1B-1a. CoC’s Strategy to Solicit/Consider Opinions on Preventing/Ending Homelessness.**

Applicants must describe how the CoC:

1. solicits and considers opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;
2. communicates information during public meetings or other forums the CoC uses to solicit public information;
3. takes into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness; and
4. ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats, e.g., PDF.

(limit 2,000 characters)

The Harford County CoC solicits input and opinions from individuals and organizations within our jurisdiction through in-person contact, local CoC meetings and targeted outreach. Local stakeholders are included in the bimonthly CoC meetings and required to actively participate in work groups of the CoC. Information is posted on new CoC Lead’s website (Harford Community Action Agency), and meetings are held in large gathering spaces to accommodate a significant representation. The location of the meeting is rotated amongst various CoC agencies to allow for better access. Agendas and meeting locations and times are announced in advance, and minutes are posted the same week as the meeting so that all who miss a meeting can catch up quickly and ask questions. The CoC asks its members to suggest guest speakers and topics that could benefit both the membership and the CoC jurisdiction as a whole. CoC members are also encouraged to suggest new members and new workgroups. The CoC Lead engages with other stakeholders.

<table>
<thead>
<tr>
<th>Group</th>
<th>Yes</th>
<th>Yes</th>
<th>Yes</th>
<th>No</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth Advocates</td>
<td></td>
<td></td>
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<tr>
<td>School Administrators/Homeless Liaisons</td>
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<tr>
<td>CoC Funded Victim Service Providers</td>
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<tr>
<td>Non-CoC Funded Victim Service Providers</td>
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<tr>
<td>Domestic Violence Advocates</td>
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<tr>
<td>Street Outreach Team(s)</td>
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<tr>
<td>Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates</td>
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<tr>
<td>LGBT Service Organizations</td>
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<tr>
<td>Agencies that serve survivors of human trafficking</td>
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<tr>
<td>Other homeless subpopulation advocates</td>
<td></td>
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<tr>
<td>Homeless or Formerly Homeless Persons</td>
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<tr>
<td>Mental Illness Advocates</td>
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<tr>
<td>Substance Abuse Advocates</td>
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<tr>
<td>Other:(limit 50 characters)</td>
<td></td>
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<tr>
<td>Faith Community</td>
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<tr>
<td>Veteran Services</td>
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</table>
and organizations through participation in other community work groups and speaking at community functions and conducting outreach at public venues such as libraries and schools. Through this engagement and outreach, the CoC Lead gathers information from the public that can be utilized by the CoC as a whole to benefit those we serve. All documents produced by the CoC in written format are available in PDF, and all locations where the CoC meetings are held are accessible for persons with disabilities.

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 the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats;
4. how often the CoC solicits new members; and
5. 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 CoC regularly invites the community and stakeholders to join the CoC, through email invitation, publication on the CoC Lead’s website and through outreach. This process occurs on-going throughout the year on a rolling basis. All documentation produced by the CoC is available in PDF format electronically, and all meeting spaces are in compliance with the ADA. The CoC also seeks out organizations new to Harford County to invite them to participate. The CoC responds to inquiries for information and often will meet personally with individuals interested in preventing or ending homelessness. The CoC Lead is actively engaged in other community work groups and invitations to those work group members are extended regularly at these meetings that occur multiple times per year, usually monthly or quarterly. Persons experiencing homelessness or formerly homeless persons are encouraged to attend through peer relationships and outreach activities in drop-in centers and day shelters.

1B-3. Public Notification for Proposals from Organizations Not Previously Funded.

Applicants must describe:
1. how the CoC notifies the public that it is accepting project application proposals, and that it is open to and will consider applications from organizations that have not previously received CoC Program funding, as well as the method in which proposals should be submitted;
2. the process the CoC uses to determine whether the project application will be included in the FY 2019 CoC Program Competition process;
3. the date(s) the CoC publicly announced it was open to proposal;
4. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats; and
5. if the CoC does not accept proposals from organizations that have not previously received CoC Program funding or did not announce it was open to proposals from non-CoC Program funded organizations, the
applicant must state this fact in the response and provide the reason the CoC does not accept proposals from organizations that have not previously received CoC Program funding.
(limit 2,000 characters)

The COC strongly encourages new organizations to apply for funding. Throughout the year, the CoC Lead provides progress reports to members of the Continuum and routinely seeks input on how to improve delivery of services including soliciting new service providers. Harford County emailed the members and affiliates of the CoC about the new round of funding on July 15, 2019, specifying that new and renewal applications were being taken. On July 22, 2019, the timeline for the Local Competition was posted on the CoC Lead’s website and announced via Twitter. This timeline was also announced at the CoC bi-monthly meeting on July 23, 2019. All members of the CoC were encouraged to consider an application, even if the organization had not previously been funded. An informational meeting for the application process was held on July 26, 2019. At that meeting, the new CoC Lead, Harford Community Action Agency provided an overview of the current projects, a description of the new opportunities available and a detailed description of the application process. Potential applicants had the opportunity to discuss projects one-on one with the CoC Lead prior to submitting a letter of intent. All documents have been made available electronically from the training and from the announcement. All associated meetings were held at The Ground Floor meeting space which is accessible to people with disabilities and is accessible off the bus line. Public transportation in Harford County is accessible to people with disabilities and includes a wheelchair lift and special pick ups and drop offs.
1C. Continuum of Care (CoC) Coordination

Instructions:
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1C-1. CoCs Coordination, Planning, and Operation of Projects.

Applicants must select the appropriate response for each federal, state, local, private, other organizations, or program source the CoC included in the planning and operation of projects that serve individuals experiencing homelessness, families experiencing homelessness, unaccompanied youth experiencing homelessness, persons who are fleeing domestic violence, or persons at risk of homelessness.

<table>
<thead>
<tr>
<th>Entities or Organizations the CoC coordinates planning and operation of projects</th>
<th>Coordinates with Planning and Operation of Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Opportunities for Persons with AIDS (HOPWA)</td>
<td>Yes</td>
</tr>
<tr>
<td>Temporary Assistance for Needy Families (TANF)</td>
<td>Yes</td>
</tr>
<tr>
<td>Runaway and Homeless Youth (RHY)</td>
<td>Yes</td>
</tr>
<tr>
<td>Head Start Program</td>
<td>Yes</td>
</tr>
<tr>
<td>Funding Collaboratives</td>
<td>Yes</td>
</tr>
<tr>
<td>Private Foundations</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and service programs funded through other Federal resources</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and services programs funded through State Government</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and services programs funded through Local Government</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and service programs funded through private entities, including foundations</td>
<td>Yes</td>
</tr>
<tr>
<td>Other:(limit 50 characters)</td>
<td></td>
</tr>
</tbody>
</table>

Applicant: Harford Community Action Agency, Inc.
Project: MD-502 CoC Registration FY2019

COC_REG_2019_170784

FY2019 CoC Application Page 7 09/27/2019
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;
2. participated in the evaluating and reporting performance of ESG Program recipients and subrecipients; and
3. ensured local homelessness information is communicated and addressed in the Consolidated Plan updates.

The Collaborative Applicant is the ESG Collaborative Applicant and recipient of the ESG funds. ESG is administered by the CoC Lead. The CoC Lead monitors performance and compliance with all ESG activities. This ensures the planning for and allocation of ESG and CoC funding is aligned in performance expectations and program outcomes. ESG sub-recipients participate in the local CoC meetings and are voting entities. ESG sub-recipients are also members of various work groups that inform the planning and allocating of ESG funds. The CoC Steering Committee reviews the ESG applications, certifies project compliance with CoC-wide coordinated entry, and monitors use of HMIS and alignment with CoC priorities. The CoC requires ESG sub-recipients to participate in the CoC work groups and attend the County CoC meetings. Participation is a pre-requisite of funding. All ESG data is made available to Harford County, MD government who is responsible for the Consolidated Plan and its updates. HCAA works in close proximity with Harford County, MD, and Harford County, MD sits on the CoC, various workgroups, and the Steering Committee.

1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions.

Applicants must indicate whether the CoC provided 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.

Applicants must indicate whether the CoC ensured local homelessness information is communicated to Consolidated Plan Jurisdictions within its geographic area so it can be addressed in Consolidated Plan updates. 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 protocols for coordinated entry and the CoC’s emergency transfer plan, that prioritize safety and incorporate trauma-informed, victim-centered services; and
2. how the CoC, through its coordinated entry, maximizes client choice for housing and services while ensuring safety and confidentiality.
(limit 2,000 characters)

It is the protocol of the CoC to prioritize safety, trauma-informed and victim-centered services. Any household presenting through Coordinated Entry is immediately connected to the DV provider. Households have 24 hr. access to an emergency crisis shelter which is confidential and secured. To further ensure safety, no data is collected in HMIS. Once the household is safe, the DV provider and Coordinated Entry work in tandem to help that household secure safe permanent housing of their choosing. Housing options include RRH, PSH, vouchers and other housing specific to persons fleeing DV. Support and counseling are provided, and the CoC honors client choice in locating housing, especially for this extremely vulnerable population. The CoC has adopted trauma-informed practices for all providers (DV and non-DV) that take into account the vulnerabilities and experience of trauma survivors. The location of the local DV shelter (SARC) is not published and a security system is installed for protection of the staff and persons receiving services.

1C-3a. Training–Best Practices in Serving DV Survivors.

Applicants must describe how the CoC coordinates with victim services providers to provide training, at least on an annual basis, for:
1. CoC area project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence; and
2. Coordinated Entry staff that addresses safety and best practices (e.g., Trauma Informed Care) on safety and planning protocols in serving survivors of domestic violence.
(limit 2,000 characters)

The CoC has adopted trauma-informed practices as a standard of care and an annual training is held for all shelter and housing providers as well as Coordinated Entry. The Coordinated Entry team is also provided with extra training through webinars and seminars outside of the CoC to ensure best practices are utilized when working with trauma victims. The local DV shelter highlights best practices in serving survivors of DV, dating violence sexual assault and stalking for the entire CoC. CoC providers, all other shelter providers and Coordinated Entry staff are required to attend this training. SARC is an active voting member of the CoC Board and they participate in the annual review of the coordinated entry practices to ensure coordinated entry staff are better equipped to meet the needs of survivors of domestic violence, dating violence, sexual assault and stalking.

1C-3b. Domestic Violence–Community Need Data.
Applicants must describe how the CoC uses de-identified aggregate data from a comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking.
(limit 2,000 characters)

SARC uses ETO (Efforts to Outcome) to track client data and report those numbers to the CoC. Reports are provided to the CoC from this database that generate de-identified aggregate data. SARC is not permitted to input data into the local HMIS system. This data is reviewed by the CoC Board and used for strategic planning of resources and to identify potential gaps in services. The data reports provide demographic data, history of homelessness, characteristics of the household, the types of income and benefits received and the presence of any disability within the household. The data also provides information pertaining to the length of time spent in the DV shelter and the type of exit destinations.

*1C-4. PHAs within CoC. Attachments Required.

Applicants must submit information for the two largest PHAs or the two PHAs with which the CoC has a working relationship within the CoC’s geographic area.

<table>
<thead>
<tr>
<th>Public Housing Agency Name</th>
<th>% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2018 who were experiencing homelessness at entry</th>
<th>PHA has General or Limited Homeless Preference</th>
<th>PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On</th>
</tr>
</thead>
<tbody>
<tr>
<td>Havre de Grace Housing Authority</td>
<td>8.30%</td>
<td>Yes-Both</td>
<td>No</td>
</tr>
<tr>
<td>Harford County Housing Agency</td>
<td>9.00%</td>
<td>Yes-Both</td>
<td>No</td>
</tr>
</tbody>
</table>

1C-4a. PHAs’ Written Policies on Homeless Admission Preferences.

Applicants must:
1. provide the steps the CoC has taken, with the two largest PHAs within the CoC’s geographic area or the two PHAs the CoC has working relationships with, to adopt a homeless admission preference—if the CoC only has one PHA within its geographic area, applicants may respond for one; or
2. state that the CoC does not work with the PHAs in its geographic area.
(limit 2,000 characters)

Harford County’s CoC has taken the necessary steps to secure an actual general preference for those experiencing homelessness in both PHAs in our geographic reach. This preference is in line with other preferences such as having a disabling conditions, and, often, those we serve meet both of those preference criteria. This is especially so for those relocating from Permanent Supportive Housing.

1C-4b. Moving On Strategy with Affordable Housing Providers.

Applicants must indicate whether the CoC has a Moving On Strategy with
affordable housing providers in its jurisdiction.

Yes

If “Yes” is selected above, describe the type of provider, for example, multifamily assisted housing owners, PHAs, Low Income Tax Credit (LIHTC) developments, or local low-income housing programs. (limit 1,000 characters)

Because a critical CoC member, Harford County government, is housed in the same office as the local PHA, Harford’s CoC works very closely with the PHA to identify and enroll housing choice voucher clients into the FSS program, as well as to assist families who are graduating off the program locate affordable housing. The CoC partners with local developers of affordable housing to ensure continued development of LIHTC units in the County. The CoC assists with letters of support for projects requesting tax incentives as well as advocates for HOME funding to be awarded to housing projects located within the boundaries of the CoC. The CoC also serves on the Regional Fair Housing sub-committee of the Baltimore Metropolitan Council, an agency overseeing policy and implementation of fair housing choices. Finally, Harford’s CoC works with the local non-profit community advocating for agencies whose mission is to promote affordable housing opportunities and self-sufficiency.

1C-5. Protecting Against Discrimination.

Applicants must describe the actions the CoC has taken to address all forms of discrimination, such as discrimination based on any protected classes under the Fair Housing Act and 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing. (limit 2,000 characters)

The CoC Lead has undergone training on discrimination in housing. A CoC-wide training will be incorporated based on the results of the anti-discrimination study for FFY20. The CoC established procedures for documenting discrimination or discrimination-related complaints. The CoC Lead is also working with the State of Maryland to establish clear procedures for RRH inspections and move-in processes.

*1C-5a. Anti-Discrimination Policy and Training.

Applicants must indicate whether the CoC implemented an anti-discrimination policy and conduct training:

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Did the CoC implement a CoC-wide anti-discrimination policy that applies to all projects regardless of funding source?</td>
<td>Yes</td>
</tr>
<tr>
<td>2. Did the CoC conduct annual CoC-wide training with providers on how to effectively address discrimination based on any protected class under the Fair Housing Act?</td>
<td>Yes</td>
</tr>
<tr>
<td>3. Did the CoC conduct annual training on how to effectively address discrimination based on any protected class under 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing?</td>
<td>Yes</td>
</tr>
</tbody>
</table>

*1C-6. Criminalization of Homelessness.
Applicants must select all that apply that describe the strategies the CoC implemented to prevent the criminalization of homelessness in the CoC’s geographic area.

1. Engaged/educated local policymakers: [X]
2. Engaged/educated law enforcement: [X]
3. Engaged/educated local business leaders: [X]
4. Implemented communitywide plans:
5. No strategies have been implemented:
6. Other:(limit 50 characters)
   Re-Entry Case Management Program [X]
   Mental Health Diversion Program [X]
   Adult Opiate Recovery Court [X]

1C-7. Centralized or Coordinated Assessment System. Attachment Required.

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 for homelessness assistance in the absence of special outreach; and
3. demonstrate the assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner. (limit 2,000 characters)

The Harford County Coordinated Entry system covers all Harford County. Harford County can provide language translation and sign language services to citizens accessing services at HCAA, our centralized intake organization. This location is situated along a major public transportation route, and the bus system has accommodations for those with physical disabilities. Other non-profits and County government conduct referrals to HCAA and often provide bus passes or cab transportation to HCAA. Outreach workers from the Coordinated Entry provider and the PATH provider conduct outreach to individuals in encampments and living in other places not meant for human habitation to encourage them to seek assistance. Other outreach locations include soup kitchens, day shelters and peer recovery drop-in centers. Individuals experiencing homelessness are connected directly to coordinated access for screening and placement, based on the needs and input of the individual. Outreach also takes place in the detention center and the behavioral...
health unit and emergency department at hospitals prior to release from services for those that have been identified as experiencing homelessness upon re-entry. Individuals can be screened and potential placement be arranged prior to discharge. People living in the more rural areas of the County can access Coordinated Entry via the main service provider in the northern part of the County. Harford’s CoC also hosts an annual special outreach event, Project Homeless Connect, in partnership with United Way. This event draws a diverse population of the County because of the tangible services that are offered: dental care, vision, health screens, food, IDs and birth certificates. The VI-SPDAT/VI-FSPDAT for individuals and families is used as the standardized assessment to establish appropriate interventions and severity of need. Those with the highest demonstrated need are placed first, and we fill openings rapidly when we have a candidate available.
1D. Continuum of Care (CoC) Discharge Planning

Instructions:
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

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Warning! The CoC Application score could be affected if information is incomplete on this formlet.

1D-1. 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).

<table>
<thead>
<tr>
<th>Foster Care:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Care:</td>
<td></td>
</tr>
<tr>
<td>Mental Health Care:</td>
<td></td>
</tr>
<tr>
<td>Correctional Facilities:</td>
<td></td>
</tr>
<tr>
<td>None:</td>
<td></td>
</tr>
</tbody>
</table>

Applicant: Harford Community Action Agency, Inc.
Project: MD-502 CoC Registration FY2019
**1E. Local CoC Competition**

**Instructions**

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

**Resources:**
The FY 2019 CoC Application Detailed Instruction can be found at:
https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
The FY 2019 CoC Program Competition Notice of Funding Availability at:

**Warning!** The CoC Application score could be affected if information is incomplete on this formlet.

*1E-1. Local CoC Competition—Announcement, Established Deadline, Applicant Notifications. Attachments Required.*

Applicants must indicate whether the CoC:

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Informed project applicants in its local competition announcement about point values or other ranking criteria the CoC would use to rank projects on the CoC Project Listings for submission to HUD for the FY 2019 CoC Program Competition;</td>
<td></td>
</tr>
<tr>
<td>2. Established a local competition deadline, and posted publicly, for project applications that was no later than 30 days before the FY 2019 CoC Program Competition Application submission deadline;</td>
<td></td>
</tr>
<tr>
<td>3. Notified applicants that their project application(s) were being rejected or reduced, in writing along with the reason for the decision, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline; and</td>
<td></td>
</tr>
<tr>
<td>4. Notified applicants that their project applications were accepted and ranked on the CoC Priority Listing in writing, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline.</td>
<td></td>
</tr>
</tbody>
</table>

*1E-2. Project Review and Ranking—Objective Criteria.*

Applicants must indicate whether the CoC used the following to rank and select project applications for the FY 2019 CoC Program Competition:

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Used objective criteria to review and rank projects for funding (e.g., cost effectiveness of the project, performance data, type of population served);</td>
<td></td>
</tr>
<tr>
<td>2. Included one factor related to improving system performance (e.g., exits to permanent housing (PH) destinations, retention of PH, length of time homeless, returns to homelessness, job/income growth, etc.); and</td>
<td></td>
</tr>
<tr>
<td>3. Included a specific method for evaluating projects submitted by victim services providers that utilized data generated from a comparable database and evaluated these projects on the degree they improve safety for the population served.</td>
<td></td>
</tr>
</tbody>
</table>

Applicants must describe:
1. the specific severity of needs and vulnerabilities the CoC considered when reviewing and ranking projects; and
2. how the CoC takes severity of needs and vulnerabilities into account when reviewing and ranking projects.
(limit 2,000 characters)

The Steering Committee of Harford County’s CoC used severity of needs and vulnerabilities as the number one factor in reviewing and ranking projects. Specifically, the projects with the most specifically served populations, and the hardest to house populations were ranked highest, and those with the least vulnerable populations were ranked lowest. Having a disabling condition was the highest ranked need, as were those who were most difficult to house including those with a criminal history or the chronically homeless. When reviewing and ranking projects, the Committee highly ranked those projects that served the most specific needs—whichever project had the most boxes checked for the populations served. Their reasoning was that, in the absence of HUD funding, these households would be the most difficult to place long-term. Therefore, the most complicated cases were given the highest priority and the highest ranking.


Applicants must:
1. indicate how the CoC made public the review and ranking process the CoC used for all project applications; or
2. check 6 if the CoC did not make public the review and ranking process; and
3. indicate how the CoC made public the CoC Consolidated Application—including the CoC Application and CoC Priority Listing that includes all project applications accepted and ranked or rejected—which HUD required CoCs to post to their websites, or partners websites, at least 2 days before the FY 2019 CoC Program Competition application submission deadline; or
4. check 6 if the CoC did not make public the CoC Consolidated Application.

<table>
<thead>
<tr>
<th>Public Posting of Objective Review and Ranking Process</th>
<th>Public Posting of CoC Consolidated Application including: CoC Application, CoC Priority Listing, Project Listings</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Email</td>
<td>1. Email</td>
</tr>
<tr>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>2. Mail</td>
<td>2. Mail</td>
</tr>
<tr>
<td>X</td>
<td></td>
</tr>
<tr>
<td>3. Advertising in Local Newspaper(s)</td>
<td>3. Advertising in Local Newspaper(s)</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Advertising on Radio or Television</td>
<td>4. Advertising on Radio or Television</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
1E-5. Reallocation between FY 2015 and FY 2018.

Applicants must report the percentage of the CoC’s ARD that was reallocated between the FY 2015 and FY 2018 CoC Program Competitions.

Reallocation: 7%


Applicants must:
1. describe the CoC written process for reallocation;
2. indicate whether the CoC approved the reallocation process;
3. describe how the CoC communicated to all applicants the reallocation process;
4. describe how the CoC identified projects that were low performing or for which there is less need; and
5. describe how the CoC determined whether projects that were deemed low performing would be reallocated.

(limit 2,000 characters)

The written Reallocation Process for Harford County’s CoC was established in September 2017. All processes and procedures for the CoC are communicated to the entire Continuum upon establishment. It states: “All renewal projects are reviewed by the CoC Steering Committee to determine if a project should be considered for reallocation. The recommendation for reallocation to a different sub-recipient is based on any one of the following criteria: 1. Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon; 2. Audit finding(s) for which a response is overdue or unsatisfactory; 3. History of inadequate financial management accounting practices; 4. Evidence of untimely expenditures on prior award; 5. History of other major capacity issues that have significantly impacted the operation of the project and its performance; 6. Continues to meet a community need; 7. History of serving ineligible persons, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes; 8. Failure to meet performance goals; 9. Alignment with Housing First; 10. Unit and or Bed Utilization 11. Cost effectiveness; and 12. Data Quality and timeliness of data entry into HMIS. Through the reallocation process, the CoC ensures that projects submitted with the CoC Collaborative Application best align with the HUD CoC funding priorities and contribute to a competitive application that secures HUD CoC dollars to address and end homelessness in Harford County. The CoC will make decisions based on alignment with HUD guidelines, performance measures, and unspent project funds. Reallocated projects will be encouraged to seek funders that will support the contributions these projects make to the CoC.” This year, there were no projects that were deemed
appropriate for reallocation, as each project uniquely serves a specific population and no projects stood out as significant under-performers this year.
DV Bonus

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
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1F-1   DV Bonus Projects.

Applicants must indicate whether the CoC is requesting DV Bonus projects which are included on the CoC Priority Listing:

   Yes

1F-1a. Applicants must indicate the type(s) of project(s) included in the CoC Priority Listing.

   1. PH-RRH
   2. Joint TH/RRH X
   3. SSO Coordinated Entry

Applicants must click “Save” after checking SSO Coordinated Entry to view questions 1F-3 and 1F-3a.

*1F-2. Number of Domestic Violence Survivors in CoC’s Geographic Area.

Applicants must report the number of DV survivors in the CoC’s geographic area that:

<table>
<thead>
<tr>
<th>Need Housing or Services</th>
<th>256.00</th>
</tr>
</thead>
</table>

FY2019 CoC Application   Page 19   09/27/2019
1F-2a. Local Need for DV Projects.

Applicants must describe:
1. how the CoC calculated the number of DV survivors needing housing or service in question 1F-2; and
2. the data source (e.g., HMIS, comparable database, other administrative data, external data source).
(limit 500 characters)

According to data the Safehouse at SARC, 92 adults and 102 children were in need of housing services this year who were served at SARC. An additional 62 individuals were identified in our HMIS system as having a domestic violence history. Those individuals were placed in other non-DV shelters. SARC uses ETO (Efforts to Outcome) to track client data and report those numbers to the CoC. Reports are provided to the CoC from this database that generate de-identified aggregate data.

1F-4. PH-RRH and Joint TH and PH-RRH Project Applicant Capacity.

Applicants must provide information for each unique project applicant applying for PH-RRH and Joint TH and PH-RRH DV Bonus projects which the CoC is including in its CoC Priority Listing—using the list feature below.

<table>
<thead>
<tr>
<th>Applicant Name</th>
<th>DUNS Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Sexual Assault...</td>
<td>621715069</td>
</tr>
</tbody>
</table>


1F-4. PH-RRH and Joint TH and PH-RRH Project

Applicant Capacity

<table>
<thead>
<tr>
<th>DUNS Number:</th>
<th>621715069</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant Name:</td>
<td>The Sexual Assault/Spousal Abuse Resource Center</td>
</tr>
<tr>
<td>Rate of Housing Placement of DV Survivors–Percentage:</td>
<td>78.00%</td>
</tr>
<tr>
<td>Rate of Housing Retention of DV Survivors–Percentage:</td>
<td>90.00%</td>
</tr>
</tbody>
</table>

1F-4a. Rate of Housing Placement and Housing Retention.

Applicants must describe:
1. how the project applicant calculated the rate of housing placement and rate of housing retention reported in the chart above; and
2. the data source (e.g., HMIS, comparable database, other administrative data, external data source). (limit 500 characters)

The rates of housing were calculated based on statistics gathered from monthly case management check-ins with housing clients from SARC. Progress is tracked in ETO through Social Solutions to document client encounters and client census. SARC’s clients who have found permanent housing on their own are still eligible for case management services and check in if there is a life hurdle that is encountered. SARC’s record-keeping equates to excellent knowledge of whereabouts and housing situations.

1F-4b. DV Survivor Housing.

Applicants must describe how project applicant ensured DV survivors experiencing homelessness were assisted to quickly move into permanent housing. (limit 2,000 characters)

SARC offers clients a three-tiered approach to housing: 1) emergency shelter 2) transitional housing 3) re-housing. Safety is at the very heart of domestic violence assistance. Emergency shelter provides immediate short-term housing for survivors escaping an abusive home. Transitional Housing is a bridge that is offered to clients after emergency shelter stay when the client requires a longer period of time in order to develop self-sufficiency. This transitional housing is offered in partnership with another CoC organization. All clients are offered the opportunities that lead to permanent housing which is the necessary foundation to promote long-term success and well-being. Historically, one of the biggest barriers clients face is saving enough money for security deposits and first and last month of rent. Offering a program that assists with these costs is critical to securing permanent housing especially for domestic violence victims who have suffered from financial abuse rendering them no access to funds. It is important to note, that SARC is a resource for victims and as such can offer clients 24-hour support via a helpline, free legal representation, and free counseling services, which are all voluntary and survivor driven. With this new program, rapid re-housing will be the top priority to get families and individuals safely housed upon exit from the emergency shelter.
1F-4c. DV Survivor Safety.

Applicants must describe how project applicant:
1. ensured the safety of DV survivors experiencing homelessness by:
   (a) training staff on safety planning;
   (b) adjusting intake space to better ensure a private conversation;
   (c) conducting separate interviews/intake with each member of a couple;
   (d) working with survivors to have them identify what is safe for them as it relates to scattered site units and/or rental assistance;
   (e) maintaining bars on windows, fixing lights in the hallways, etc. for congregate living spaces operated by the applicant;
   (f) keeping the location confidential for dedicated units and/or congregate living spaces set-aside solely for use by survivors; and
2. measured its ability to ensure the safety of DV survivors the project served.
   (limit 2,000 characters)

SARC requires 30+ hours of training encompassing building safety and trauma informed care. Staff must also participate in ongoing training to ensure standardization with current best practices. SARC also partners with local the Harford County Sheriff’s Office and the Family Justice Center to ensure clients have in-community safety protections. Clients may meet in one of the staff offices, in the common areas of the Safehouse, in their rooms or in the SARC admin building. SARC also utilizes sound machines to ensure conversations do not carry. All clients are provided individual intakes at initial visit. Due to Safehouse clients often being highly traumatized on their first day, staff is trained to give each client space in their first 48 hours and not require them to fill out paperwork right away beyond essentials like the confidentiality form. All RRH clients meet with the Safehouse Case Managers, the Life Skills Advocate and the Housing Advocate to determine and monitor their safety, financial and lifestyle needs. Staff is trained to inquire about areas in which each abuser frequents and will discuss with clients about safety concerns if the client wishes to return to those areas. SARC invests heavily in an impressive and maintained security system and consults with safety contractors who review the facility for opportunities for a security breach. SARC works to ensure our Safehouse does not look lived in. All clients are informed about the importance of confidentiality and discretion and are required to keep window blinds closed. All vendors are thoroughly screened, not left unattended and have to sign a confidentiality agreement. Per on-going support provided to each client while they are using RRH funds, safety is the topic of each discussion. The SARC housing advocate is able to observe safety precautions and concerns and address them with the client, and the client is encouraged to self-report any concerns or issues for better safety planning.

1F-4d. Trauma-Informed, Victim-Centered Approaches.

Applicants must describe:
1. project applicant’s experience in utilizing trauma-informed, victim-centered approaches to meet needs of DV survivors; and
2. how, if funded, the project will utilize trauma-informed, victim-centered approaches to meet needs of DV survivors by:
   (a) prioritizing participant choice and rapid placement and stabilization in
permanent housing consistent with participants’ preferences;  
(b) establishing and maintaining an environment of agency and mutual 
respect, e.g., the project does not use punitive interventions, ensures 
program participant staff interactions are based on equality and minimize 
power differentials;  
(c) providing program participants access to information on trauma, e.g., 
training staff on providing program participant with information on 
trauma;  
(d) placing emphasis on the participant’s strengths, strength-based 
coaching, questionnaires and assessment tools include strength-based 
measures, case plans include assessments of program participants 
strengths and works towards goals and aspirations;  
(e) centering on cultural responsiveness and inclusivity, e.g., training on 
equal access, cultural competence, nondiscrimination;  
(f) delivering opportunities for connection for program participants, e.g., 
groups, mentorships, peer-to-peer, spiritual needs; and  
(g) offering support for parenting, e.g., parenting classes, childcare.  

All survivors are always in charge of their days, treatments and permanency 
plan. SARC staff are trained to present all viable options for safety and 
permanency. All clients are encouraged to identify what geographical area they 
would like to live in, as well as discuss with staff their reason for this preference 
as well as their transportation, financial and resource needs. For example: a 
client wants to live in Hunt Valley but their monthly income is $1200, and the 
rent in that area is $1500, and all of the client’s schools, family and employment 
options are in Joppa; SARC staff would discuss with the client about some more 
realistic options that will allow for long-term independence. All clients are 
offered the same access to legal, clinical, transportation and housing resources. 
All clients are encouraged to meet with their Case Managers regularly, reach 
out to our clinical team and are provided resources on the effects of trauma as 
well as information on the cycle of abuser. Quite often, SARC clients come to us 
defeated and deflated. All staff are trained to be able to sit with clients and 
assess for safety and work to identify strengths, goals and a desired direction. 
Even during the Shelter Screen, clients are asked what their goals are. This 
support continues through the duration of their time with SARC, and housing 
plans are built around their goals. All staff are required to complete trainings on 
cultural competency upon hire, and are required to attend trainings on how 
different cultures and religions may present with DV or struggle to ask for help 
due to their background or cultural/religious expectations. Staff is also trained 
to understand how abusers will use cultural justifications for their behavior. 
Each week clients are encouraged to attend Empower Hour, which allows them 
the opportunity to discuss things happening in the Safehouse, learn about 
different opportunities to assist with their situations (i.e. resume building, healthy 
cooking) and build their sense of community. SARC employs a Children’s 
Advocate who will work with the children to help them process their own trauma, 
but will also provide parenting support and connect parents to resources when 
needed.

1F-4e. Meeting Service Needs of DV Survivors.

Applicants must describe how the project applicant met services needs 
and ensured DV survivors experiencing homelessness were assisted to
quickly move into permanent housing while addressing their safety needs, including:

- Child Custody
- Legal Services
- Criminal History
- Bad Credit History
- Education
- Job Training
- Employment
- Physical/Mental Healthcare
- Drug and Alcohol Treatment
- Childcare

(limit 2,000 characters)

SARC provides free legal services to clients who are in need of custody support. SARC staff is also trained in helping each client safety plan for child transfer times (i.e. meet at the Sheriff’s Office). SARC provides free legal services for divorce, custody, protective orders and immigration needs. SARC also provides a free program to clients called Economic Empowerment that provides free credit checks, credit counseling and legal support to challenge any debts acquired due to abuse. The DV shelter provides expungement services and works closely with other partners in the community to ensure all clients have resources to move past any criminal past and also provides free credit counseling to clients. SARC connects clients with resources in the community, provides transportation to educational supports and has a partnership with Harford Community College to help clients with funding for classes. In addition to ensuring education access, SARC works closely with Susquehanna Workforce to help clients get trained in different employment areas. SARC’s Life Skills Advocate works with clients to build and revise their resumes and prep for interviews and the shelter will provide transportation for clients until a long term transportation plan can be determined. SARC provides in house crisis consultations, and therapy services, and works very closely with several mental and physical care agencies throughout Harford County. SARC also maintains close relationships with both of the hospitals in Harford County. Importantly, SARC partners with both the Harford County Health Department and Ashley’s drug treatment programs to ensure all clients have the help they want in conquering their additions. Finally, SARC works closely with WAGE/REACH to ensure all clients who need childcare are able to get childcare vouchers.
2A. Homeless Management Information System (HMIS) Implementation

Instructions:
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at: https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources

Warning! The CoC Application score could be affected if information is incomplete on this formlet.

2A-1. HMIS Vendor Identification. WellSky
Applicants must review the HMIS software vendor name brought forward from FY 2018 CoC Application and update the information if there was a change.

2A-2. Bed Coverage Rate Using HIC and HMIS Data.
Using 2019 HIC and HMIS data, applicants must report by project type:

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Total Number of Beds in 2019 HIC</th>
<th>Total Beds Dedicated for DV in 2019 HIC</th>
<th>Total Number of 2019 HIC Beds in HMIS</th>
<th>HMIS Bed Coverage Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Shelter (ES) beds</td>
<td>69</td>
<td>28</td>
<td>41</td>
<td>100.00%</td>
</tr>
<tr>
<td>Safe Haven (SH) beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>100.00%</td>
</tr>
<tr>
<td>Transitional Housing (TH) beds</td>
<td>100</td>
<td>0</td>
<td>100</td>
<td>100.00%</td>
</tr>
<tr>
<td>Rapid Re-Housing (RRH) beds</td>
<td>35</td>
<td>0</td>
<td>35</td>
<td>100.00%</td>
</tr>
<tr>
<td>Permanent Supportive Housing (PSH) beds</td>
<td>153</td>
<td>0</td>
<td>153</td>
<td>100.00%</td>
</tr>
<tr>
<td>Other Permanent Housing (OPH) beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

2A-2a. Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-2.
For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-2., applicants must describe:
1. steps the CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and
2. how the CoC will implement the steps described to increase bed coverage to at least 85 percent.
(limit 2,000 characters)
Not Applicable


Applicants must indicate whether the CoC submitted its LSA data to HUD in HDX 2.0.
Yes

*2A-4. HIC HDX Submission Date.
Applicants must enter the date the CoC submitted the 2019 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX).
04/24/2019
2B. Continuum of Care (CoC) Point-in-Time Count

Instructions:
Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
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2B-1. PIT Count Date. 01/23/2019
   Applicants must enter the date the CoC conducted its 2019 PIT count (mm/dd/yyyy).

2B-2. PIT Count Data–HDX Submission Date. 03/19/2019
   Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).

   Applicants must describe:
   1. any changes in the sheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and
   2. how the changes affected the CoC’s sheltered PIT count results; or
   3. state “Not Applicable” if there were no changes.
   (limit 2,000 characters)
   Not Applicable

*2B-4. Sheltered PIT Count–Changes Due to Presidentially-declared Disaster.
   Applicants must select whether the CoC added or removed emergency shelter, No
transitional housing, or Safe-Haven inventory because of funding specific to a Presidentially-declared disaster, resulting in a change to the CoC’s 2019 sheltered PIT count.

2B-5. Unsheltered PIT Count–Changes in Implementation.

Applicants must describe:
1. any changes in the unsheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and
2. how the changes affected the CoC’s unsheltered PIT count results; or
3. state “Not Applicable” if there were no changes.
(limit 2,000 characters)

Not Applicable

*2B-6. PIT Count–Identifying Youth Experiencing Homelessness.

Applicants must:

Indicate whether the CoC implemented specific measures to identify youth experiencing homelessness in their 2019 PIT count.

Yes

2B-6a. PIT Count–Involving Youth in Implementation.

Applicants must describe how the CoC engaged stakeholders serving youth experiencing homelessness to:
1. plan the 2019 PIT count;
2. select locations where youth experiencing homelessness are most likely to be identified; and
3. involve youth in counting during the 2019 PIT count.
(limit 2,000 characters)

The CoC connected with the Local Management Board, DSS and the school system to help identify youth experiencing homelessness. No unique locations were identified in the CoC where there may be youth experiencing homelessness outside of the already known locations of unsheltered persons. According to the stakeholders that are serving youth, youth are not living on the streets but are staying with other family members or friends and in temporary housing situations such as hotels and motels. This puts them at risk but not literally homeless. The CoC continues to collaborate with the Local Management Board and Harford County Public Schools to further explore and identify youth homelessness in the CoC. Both the Local Management Board and Harford County Public Schools have voting members on the CoC who actively participate in workgroups.
2B-7. PIT Count–Improvements to Implementation.

Applicants must describe the CoC’s actions implemented in its 2019 PIT count to better count:
1. individuals and families experiencing chronic homelessness;
2. families with children experiencing homelessness; and
3. Veterans experiencing homelessness.

Harford County’s CoC experienced an increase in the number of individuals in the 2019 PIT Count. This can be attributed to several factors: 1) the size of the families being served in our continuum was larger than 2018; 2) we increased the capacity of our Emergency Rotating Shelter to house more vulnerable people during the winter season; 3) there was an increase in the number of family transitional housing units; 4) our domestic violence shelter was exceeding capacity at the time of the Count. The CoC involves service providers serving families with children, those experiencing chronic homelessness and veterans in the planning and execution of the PIT. They are active members of the teams that canvas the County and provide valuable input on locating these populations. An annual training for PIT volunteers is conducted to help increase their knowledge and PIT Count skills. The PIT Count workgroup meets at least twice prior to the Count to discuss additional strategies for reaching all persons experiencing homelessness. This work group is made up of stakeholders representing these populations. To better count veterans, outreach workers from the VA are part of the teams as they have active knowledge of the characteristics of the veteran population, their location and how to best engage and count veterans experiencing homelessness. Additionally, we are working closely with schools to identify where families experiencing homelessness are. Finally, the CoC holds an annual resource day, Project Homeless Connect, that is directly tied to the Count and especially serves the chronically homeless in need of great care. Extensive outreach is conducted to encourage attendance. This event offers dental care, glasses, health screenings, food, veteran resources, birth certificates and IDs. Providers from the community are in attendance and available to the participants. This event has allowed the CoC to better identify the unsheltered population, and attendance grows each year.
3A. Continuum of Care (CoC) System Performance

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
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The FY 2019 CoC Program Competition Notice of Funding Availability at:

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*3A-1. First Time Homeless as Reported in HDX.

Applicants must:

Report the Number of First Time Homeless as Reported in HDX. 367


Applicants must:
1. describe the process the CoC developed to identify 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 utilizes several tools to help in determining risk factors for identifying persons who may become homeless for the first time. This includes participant surveys for those accessing prevention services, HMIS data and the use of United Way's ALICE report (Assets Limited Income Constrained and Employed). Housing voucher loss is also identified as a risk factor for experiencing first time homelessness. The strategies in place include prevention and diversion intervention such as financial assistance for eviction prevention, security deposits and utility turn-off notices. Other strategies include offering case management to help households connect to needed resources, benefits and entitlements and employment opportunities. The CoC is looking to begin
case conferencing, starting with veterans as one of our CoC workgroups, as a strategy for early detection of housing instability. This gives an opportunity for more comprehensive collaboration across the service providers. Harford Community Action Agency is the new CoC Lead and responsible for overseeing the CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time. Specifically, the Director of Supportive Services and Executive Director oversee these strategies.

*3A-2. Length of Time Homeless as Reported in HDX.

Applicants must:

| Report Average Length of Time Individuals and Persons in Families Remained Homeless as Reported in HDX. | 108 |


Applicants must:

1. describe the CoC’s strategy to reduce the length of time individuals and persons in families remain homeless;
2. describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
3. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the length of time individuals and families remain homeless.

(limit 2,000 characters)

Strategies to decrease the length of time homeless include increasing PSH and RRH units through CoC and ESG funds and the use of HOME funds for tenant-based rental assistance. Another strategy is the use of a housing resource navigator to identify housing and create and maintain relationships with landlords. The CoC has adopted a housing first approach system-wide and has placed emphasis on low-barrier entry. The use of housing focused case management has also been identified as a core intervention to help households exit homelessness quickly. The CoC prioritizes households with the longest history of homelessness and the highest barriers during the Coordinated Entry process. Harford Community Action Agency is the new CoC Lead and responsible for overseeing the CoC’s strategy to reduce the length of time households remain homeless. Information regarding promising practices are shared with the entire CoC. Areas of improvement are identified and technical assistance is given to help projects decrease the amount of time persons remain homeless. The HMIS project, specifically, aids in identifying areas for improvement through weekly progress reports. Agencies in need of aid are referred to HCAA for assistance.

*3A-3. Successful Permanent Housing Placement and Retention as Reported in HDX.

Applicants must:
3A-3a. Exits to Permanent Housing Destinations/Retention of Permanent Housing.

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;
2. provide the organization name or position title responsible for overseeing 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;
3. 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; and
4. provide the organization name or position title responsible for overseeing 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)

The strategies the CoC has identified for increasing the rate of exits to permanent housing destinations include increasing RRH and PSH units through Bonus funding opportunities and ESG funds, strong housing-focused case management and the creation of a landlord mitigation fund as an incentive for landlords to rent to households experiencing homelessness. Strategies for retention include strong supportive case management, landlord mediation, connecting households to employment and the use of SOAR for increasing income and adopting Harm Reduction practices and principles. Harford Community Action Agency is the new CoC Lead and responsible for overseeing the CoC’s strategy to increase the rate at which households exit to permanent housing and retain their housing. The CoC uses PH-specific case management to help households access government benefits and establish footholds in the communities in which they live. Each organization receiving funding through the CoC competition utilizes supportive services in its program. Harford Community Action Agency is the new CoC Lead and responsible for overseeing the strategies to help those in permanent housing projects retain their permanent housing.

*3A-4. Returns to Homelessness as Reported in HDX.

Applicants must:
1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.

2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.

<table>
<thead>
<tr>
<th>Percentage</th>
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<tbody>
<tr>
<td>5%</td>
</tr>
<tr>
<td>1%</td>
</tr>
</tbody>
</table>

3A-4a. Returns to Homelessness—CoC Strategy to Reduce Rate.

Applicants must:
1. describe the strategy the CoC has implemented to identify 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 of individuals and persons in families return to homelessness. (limit 2,000 characters)

The CoC has begun using case conferencing to identify households with higher barriers that would impact potential returns to homelessness, such as a previous history of homelessness. More intensive case management can be provided for households with these higher barriers and risk factors. HMIS data is also used to examine the characteristics of persons returning to homelessness. Strategies to reduce the rate of returns to homelessness include increased emphasis on supportive services, connections to needed resources such as mental health and substance use treatment, SOAR, employment and other benefits and entitlements. Another strategy is providing education to providers on trauma and the impact it can have on returns to homelessness. Harford Community Action Agency is the new CoC Lead and responsible for overseeing the CoC’s strategy to reduce the rate at which households return to homelessness.

*3A-5. Cash Income Changes as Reported in HDX.

Applicants must:

1. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their employment income from entry to exit as reported in HDX.

2. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their non-employment cash income from entry to exit as reported in HDX.

<table>
<thead>
<tr>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>12%</td>
</tr>
<tr>
<td>31%</td>
</tr>
</tbody>
</table>


Applicants must:
1. describe the CoC’s strategy to increase employment income;
2. describe the CoC’s strategy to increase access to employment;
3. describe how the CoC works with mainstream employment organizations to help individuals and families increase their cash income; and
4. provide the organization name or position title that is responsible for
overseeing the CoC’s strategy to increase jobs and income from employment.
(limit 2,000 characters)

The CoC has set a project expectation that households will be connected to benefits and/or employment. Strategies to increase access to employment income include utilizing SOAR and connecting participants to supported employment, DORS and the workforce network. Recently, the Susquehanna Workforce Network has co-located its services with the Office of Community & Economic Development (OCED), which is on a readily-accessible bus route along Route 40 where most of our at-need community lives. OCED employs a community resource navigator who connects households to housing and employment opportunities. This increases access to employment, job-readiness activities, resume writing and training programs. Other strategies include e-mail blasts sent to the entire CoC regarding job fairs and employment opportunities and partnerships with the local community college for GED and certificate programs that can help households improve their income. Harford Community Action Agency is the new CoC Lead and responsible for overseeing the strategy to increase access to employment and non-employment case sources.


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

The strategies the CoC has identified for increasing non-employment cash income are to find and acquire for customers underutilized sources such as SNAP benefits and SSDI, to reinvest savings, to encourage the investment of tax returns when applicable--especially through the Maryland CASH campaign, and to work with case managers to establish linkages to resources and complete necessary paperwork for accessing benefits. The CoC undergoes training on accessing non-employment benefits. Harford Community Action Agency is the new CoC Lead and responsible for overseeing the CoC’s strategy to increase non-employment cash income.


Applicants must describe how the CoC:
1. promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and
2. is working with public and private organizations to provide meaningful, education and training, on-the-job training, internship, and employment opportunities for residents of permanent supportive housing that further their recovery and well-being.

Increasing employment is a top priority for Harford County’s CoC. The CoC
partners with Susquehanna Workforce Network, who also supplies a representative on our Steering Committee/Review and Rank Committee. This partnership is three-fold: 1) SWN holds office hours in two locations in Havre de Grace. These locations are accessible on the public bus line which is accessible to people with disabilities and with low incomes. Bus tickets are $1 per way and can often be obtained through local non-profits who aid with housing and employment through case management. At these locations, staff assists with resume writing, job applications, and applying for educational and vocational opportunities. 2) SWN informs the CoC Lead of job training workshops, job fairs, and local job opportunities. That information is then disseminated to the CoC as a whole where it is passed on to job seekers. 3) SWN connects service participants to appropriate and accessible job placement opportunities. The organization is well-versed in handling the unique challenges presented by participants who live in Permanent Supportive Housing and works with all participants to seek out job and educational opportunities appropriate to particular schedules, work hours, and skills.


Applicants must select all the steps the CoC has taken to promote employment, volunteerism and community service among people experiencing homelessness in the CoC’s geographic area:

1. The CoC trains provider organization staff on connecting program participants and people experiencing homelessness with education and job training opportunities.
2. The CoC trains provider organization staff on facilitating informal employment opportunities for program participants and people experiencing homelessness (e.g., babysitting, housekeeping, food delivery).
3. The CoC trains provider organization staff on connecting program participants with formal employment opportunities.
4. The CoC trains provider organization staff on volunteer opportunities for program participants and people experiencing homelessness.
5. The CoC works with organizations to create volunteer opportunities for program participants.
6. The CoC works with community organizations to create opportunities for civic participation for people experiencing homelessness (e.g., townhall forums, meeting with public officials).
7. Provider organizations within the CoC have incentives for employment.
8. The CoC trains provider organization staff on helping program participants budget and maximize their income to maintain stability in permanent housing.

3A-6. System Performance Measures Data–HDX Submission Date

Applicants must enter the date the CoCs submitted its FY 2018 System Performance Measures data in HDX. (mm/dd/yyyy)

05/22/2019
3B. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions. Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
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https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
The FY 2019 CoC Program Competition Notice of Funding Availability at:

Warning! The CoC Application score could be affected if information is incomplete on this formlet.

3B-1. Prioritizing Households with Children.

Applicants must check each factor the CoC currently uses to prioritize households with children for assistance during FY 2019.

<table>
<thead>
<tr>
<th>Factor</th>
<th>Check</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse)</td>
<td>X</td>
</tr>
<tr>
<td>2. Number of previous homeless episodes</td>
<td>X</td>
</tr>
<tr>
<td>3. Unsheltered homelessness</td>
<td>X</td>
</tr>
<tr>
<td>4. Criminal History</td>
<td></td>
</tr>
<tr>
<td>5. Bad credit or rental history</td>
<td></td>
</tr>
<tr>
<td>6. Head of Household with Mental/Physical Disability</td>
<td>X</td>
</tr>
</tbody>
</table>

3B-1a. Rapid Rehousing of Families with Children.

Applicants must:
1. describe how the CoC currently rehouses every household of families with children within 30 days of becoming homeless that addresses both housing and service needs;
2. describe how the CoC addresses both housing and service needs to ensure families with children successfully maintain their housing once
3B-1b. 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 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 any protected classes under the Fair Housing Act, and consistent with 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing.

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<tbody>
<tr>
<td>1. CoC conducts mandatory training for all CoC- and ESG-funded housing and services providers on these topics.</td>
<td>x</td>
</tr>
<tr>
<td>2. CoC conducts optional training for all CoC- and ESG-funded housing and service providers on these topics.</td>
<td>x</td>
</tr>
<tr>
<td>3. CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.</td>
<td>x</td>
</tr>
<tr>
<td>4. CoC has worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within the CoC geographic area that might be out of compliance and has taken steps to work directly with those facilities to come into compliance.</td>
<td>x</td>
</tr>
</tbody>
</table>

3B-1c. Unaccompanied Youth Experiencing Homelessness–Addressing Needs.
Applicants must indicate whether the CoC’s strategy to address the unique needs of unaccompanied youth experiencing homelessness who are 24 years of age and younger includes the following:

| 1. Unsheltered homelessness | Yes |
| 2. Human trafficking and other forms of exploitation | Yes |
| 3. LGBT youth homelessness | Yes |
| 4. Exits from foster care into homelessness | Yes |
| 5. Family reunification and community engagement | Yes |
| 6. Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs | Yes |

3B-1c.1. Unaccompanied Youth Experiencing Homelessness–Prioritization Based on Needs.

Applicants must check all that apply that describes the CoC’s current strategy to prioritize unaccompanied youth based on their needs.

| 1. History of, or Vulnerability to, Victimization (e.g., domestic violence, sexual assault, childhood abuse) | X |
| 2. Number of Previous Homeless Episodes | X |
| 3. Unsheltered Homelessness | X |
| 4. Criminal History | |
| 5. Bad Credit or Rental History | |

3B-1d. Youth Experiencing Homelessness–Housing and Services Strategies.

Applicants must describe how the CoC increased availability of housing and services for:

1. all youth experiencing homelessness, including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive; and
2. youth experiencing unsheltered homelessness including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive.

(limit 3,000 characters)

From 7/1/18 to 6/30/19, the CoC served 22 youth ages 12-17 and 114 youth ages 18-24. These youth are connected to the various mainstream shelter programs through our Coordinated Entry system. They receive referrals for education supports, employment, mainstream benefits and resources for health and wellness. School age youth are also connected to Pupil Personnel Workers.
(PPW) at local schools, and case managers work with these youth and their families and the schools to establish continuity to aid their education. Should any youth under the age of 18 be identified as unsheltered, the Department of Social Services is contacted to engage the youth and ensure safety and that their needs are met. Currently, DSS is executing a program, The Compass Program, targeted to youth coming out of the foster system ages 18-24 to ensure they are stably housed and connected to resources that promote stability. A series of Getting Ahead in a Just Getting By World classes are being offered at the public library. These are geared toward youth and provide coursework that address the causes of poverty. Additionally, in FY19, we increased the capacity of our family shelters in what was transitional housing but has become emergency shelter. These units enable families to stay together and create a connection with local schools to connect youth to resources they can use to survive periods of homelessness toward the goal of making homelessness rare, brief and one-time.

3B-1d.1. Youth Experiencing Homelessness–Measuring Effectiveness of Housing and Services Strategies.

Applicants must:
1. provide evidence the CoC uses to measure each of the strategies in question 3B-1d. 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 both strategies in question 3B-1d.; and
3. describe why the CoC believes the measure it uses is an appropriate way to determine the effectiveness of both strategies in question 3B-1d. (limit 3,000 characters)

The CoC continues to partner with the Local Management Board, DSS and Harford County Public Schools to assess the state of youth homelessness in our CoC. In a study recently conducted by the Local Management Board, the need for services for disconnected youth was listed as the top priority among providers and focus group participants. The need for additional services for unsheltered youth will continue to be evaluated. Reports will be submitted to the Local Management Board that indicate the participation in the Getting Ahead classes and DSS will be monitoring the effectiveness of the The Compass Program by measuring the number of youth participating and the housing outcomes of those youth. The Compass Program guides youth who are exiting foster care toward independent adulthood. As part of this program, participants have attended the Reducing Childhood Hunger class at Harford Community Action Agency to learn how to cook independently and to shop for healthy food on a budget. Additionally, through intensive case management, these youth are prepared for living on their own. The CoC currently uses the HUD system performance measures to evaluate the effectiveness of the strategies employed by the CoC. HMIS is the tool that assists in monitoring the state of youth homelessness in our community and results from the HMIS system will be used to influence and create additional specialized strategies should a need be indicated.

3B-1e. Collaboration–Education Services.
Applicants must describe:

1. the formal partnerships with:
   a. youth education providers;
   b. McKinney-Vento LEA or SEA; and
   c. school districts; and

2. how the CoC collaborates with:
   a. youth education providers;
   b. McKinney-Vento Local LEA or SEA; and
   c. school districts.

   (limit 2,000 characters)

The CoC has a strong partnership with Harford County Public Schools. A dedicated Pupil Personnel Worker (PPW) from the public school system has been assigned to ensure all students experiencing homelessness are connected to and receiving their education. This representative is a member of the CoC Board and was integral in the development of standards that were adopted by the CoC related to informing families and individuals experiencing homelessness of their eligibility and rights for education services. Additionally, the development of a Head Start program adjacent to the Coordinated Entry organization in 2018 allowed us to begin utilizing those services for families in our Continuum and presented the opportunity to include youth education providers in our CoC beyond the public school system. And, lastly, the Harford County Health Department, a CoC voting member, established Meghan’s Place, a center for early childhood development, which is also located adjacent to our point of Coordinated Entry. Having this program in our CoC further informs our work with education services.

3B-1e.1. Informing Individuals and Families Experiencing Homeless about Education Services Eligibility.

Applicants must describe policies and procedures the CoC adopted to inform individuals and families who become homeless of their eligibility for education services.

   (limit 2,000 characters)

It is the policy of the CoC that Housing programs serving families with children must: 1. Designate a staff member to ensure all school-age children are receiving the educational rights and benefits of the McKinney-Vento Act; 2. Support families in requesting services from the appropriate Pupil Personnel Worker (PPW) to ensure students are enrolled as quickly as possible and any transportation needs are communicated; Contact the PPW within three (3) days of a family entering or exiting the shelter. When possible, the discharge plan for a family should include notifying the PPW 30 days prior to exit; and 4. Provide resources and referrals to children services such as Head Start, pre-school, Child Find, Family & Children Services or purchase of care for daycare.

3B-1e.2. Written/Formal Agreements or Partnerships with Early Childhood Services Providers.

Applicant must indicate whether the CoC has an MOU/MOA or other types

<table>
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<tr>
<td>FY2019 CoC Application</td>
<td>Page 40</td>
</tr>
<tr>
<td>09/27/2019</td>
<td></td>
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</tbody>
</table>
of agreements with listed providers of early childhood services and supports and may add other providers not listed.

<table>
<thead>
<tr>
<th>MOU/MOA</th>
<th>Other Formal Agreement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Childhood Providers</td>
<td>No</td>
</tr>
<tr>
<td>Head Start</td>
<td>No</td>
</tr>
<tr>
<td>Early Head Start</td>
<td>No</td>
</tr>
<tr>
<td>Child Care and Development Fund</td>
<td>No</td>
</tr>
<tr>
<td>Federal Home Visiting Program</td>
<td>No</td>
</tr>
<tr>
<td>Healthy Start</td>
<td>No</td>
</tr>
<tr>
<td>Public Pre-K</td>
<td>No</td>
</tr>
<tr>
<td>Birth to 3 years</td>
<td>No</td>
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<tr>
<td>Tribal Home Visiting Program</td>
<td>No</td>
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<tr>
<td>Parenting Inside Out</td>
<td>Yes</td>
</tr>
<tr>
<td>Project S.E.E.K.</td>
<td>No</td>
</tr>
</tbody>
</table>

3B-2. Active List of Veterans Experiencing Homelessness.

Applicant must indicate whether the CoC uses an active list or by-name list to identify all veterans experiencing homelessness in the CoC.

Applicant: Harford Community Action Agency, Inc.

3B-2a. VA Coordination—Ending Veterans Homelessness.

Applicants must indicate whether the CoC is actively working with the U.S. Department of Veterans Affairs (VA) and VA-funded programs to achieve the benchmarks and criteria for ending veteran homelessness.

3B-2b. Housing First for Veterans.

Applicants must indicate whether the CoC has sufficient resources to ensure each veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach.


Applicants must:
1. select all that apply to indicate the findings from the CoC’s Racial Disparity Assessment; or
2. select 7 if the CoC did not conduct a Racial Disparity Assessment.

1. People of different races or ethnicities are more likely to receive homeless assistance.
2. People of different races or ethnicities are less likely to receive homeless assistance.  
3. People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.  
4. People of different races or ethnicities are less likely to receive a positive outcome from homeless assistance.  
5. There are no racial or ethnic disparities in the provision or outcome of homeless assistance.  
6. The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance.  
7. The CoC did not conduct a racial disparity assessment.  

### 3B-3a. Addressing Racial Disparities.

Applicants must select all that apply to indicate the CoC’s strategy to address any racial disparities identified in its Racial Disparities Assessment:

1. The CoC is ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.  

2. The CoC has identified the cause(s) of racial disparities in their homeless system.  

3. The CoC has identified strategies to reduce disparities in their homeless system.  

4. The CoC has implemented strategies to reduce disparities in their homeless system.  

5. The CoC has identified resources available to reduce disparities in their homeless system.  

6. The CoC did not conduct a racial disparity assessment.
4A. Continuum of Care (CoC) Accessing Mainstream Benefits and Additional Policies

Instructions:
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Warning! The CoC Application score could be affected if information is incomplete on this formlet.

4A-1. Healthcare–Enrollment/Effective Utilization

Applicants must indicate, for each type of healthcare listed below, whether the CoC assists persons experiencing homelessness with enrolling in health insurance and effectively utilizing Medicaid and other benefits.

<table>
<thead>
<tr>
<th>Type of Health Care</th>
<th>Assist with Enrollment</th>
<th>Assist with Utilization of Benefits?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Private Insurers:</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Non-Profit, Philanthropic:</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Other: (limit 50 characters)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>


Applicants must:
1. describe how the CoC systematically keeps program staff up to date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within the geographic area;
2. describe how the CoC disseminates the availability of mainstream resources and other assistance information to projects and how often;
3. describe how the CoC works with projects to collaborate with healthcare organizations to assist program participants with enrolling in...
The CoC works with mainstream programs that assist persons experiencing homelessness to apply for and receive mainstream assistance. Proactive case management is offered and referrals are made directly to providers via the coordinated entry system. The coordinated entry provider utilizes an on-line benefit assessment software to help persons assess eligibility and apply for benefits they may qualify for like Food stamps, SSI, TANF, etc. The Health Department is co-located with the Coordinated Entry provider on specific days during the month to assist in enrolling persons in health care. Additionally, Seedco, a non-profit dedicated to assisting individuals with low income in accessing healthcare through the Marketplace office shares in the satellite office of the Coordinated Entry provider. The CoC has thriving partnerships with the mental health and substance use providers in the jurisdiction. These providers are active participants of the CoC and attend the CoC meetings. SOAR training is also offered by the Office on Mental Health and many of the mainstream providers have trained SOAR case managers in their organization. Harford Community Action Agency is the new CoC Lead as of May 2019, and is responsible for overseeing the CoC’s strategy for mainstream benefits.

4A-2. Lowering Barriers to Entry Data:

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 has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition.

2. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.

| Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects the CoC has ranked in its CoC Priority Listing in the FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing. | 100% |


Applicants must:

1. describe the CoC’s street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;
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)

Harford Community Action Agency, who manages our Coordinated Entry, also provides street outreach for the entire jurisdiction. They work closely with the
Sheriff's Office and the PATH outreach provider who specializes in mental health case management. These organizations make up our homeless crisis response team. Outreach workers go to encampments, the day shelter, soup kitchens and to a peer run mental health day center. The outreach worker employed through Coordinated Entry provides outreach 2-3X a week and as often as individual cases are reported with emergency needs. The PATH outreach worker conducts outreach 5 days a week. They also respond to reports of new encampments. They go into the day shelter to offer case management services and linkage to other community resources such as mental health treatment, entitlements, food and clothing, etc. Annually, in connection with the PIT count, Harford County holds Project Homeless Connect. This event brings together a multitude of tangible services that are offered free of charge to those who may be at-risk or are currently experiencing homelessness. We have found that this event facilitates an opportunity for engagement with people who have been reluctant to seek out or accept services in the past. Persistence and reliability are key to successfully engaging individuals that are reluctant to seek services. Outreach staff work on building trust and rapport with these individuals and families in hopes that they will decide to become engaged in services. In addition to this special event, the CoC has made posters that are hung in public places like libraries, senior centers, hospitals, doctors’ offices, the Department of Social Services and schools. These posters have information directing those having a housing crisis to our Coordinated Entry provider. These posters also contain the United Way 2-1-1 helpline providers for things like targeted case management and mental health treatment.

4A-4. RRH Beds as Reported in 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 2018 and 2019.

<table>
<thead>
<tr>
<th>RRH beds available to serve all populations in the HIC</th>
<th>2018</th>
<th>2019</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>35</td>
<td>35</td>
<td>0</td>
</tr>
</tbody>
</table>

4A-5. Rehabilitation/Construction Costs–New Projects. No

Applicants must indicate whether any new project application the CoC ranked and submitted in its CoC Priority Listing in the FY 2019 CoC Program Competition is requesting $200,000 or more in funding for housing rehabilitation or new construction.

4A-6. Projects Serving Homeless under Other Federal Statutes. No

Applicants must indicate whether the CoC is
requesting to designate one or more of its SSO or TH projects to serve families with children or youth defined as homeless under other federal statutes.
4B. Attachments

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

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Required?</th>
<th>Document Description</th>
<th>Date Attached</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2019 CoC Competition Report (HDX Report)</td>
<td>Yes</td>
<td>2019 HDX Compet...</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1C-4.PHA Administration Plan—Moving On Multifamily Assisted Housing Owners’ Preference.</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1C-4. PHA Administrative Plan Homeless Preference.</td>
<td>No</td>
<td>Homeless Preferen...</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1C-7. Centralized or Coordinated Assessment System.</td>
<td>Yes</td>
<td>Coordinated Asses...</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.</td>
<td>Yes</td>
<td>Accepted Projects...</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.</td>
<td>Yes</td>
<td>Certification of ...</td>
<td>09/24/2019</td>
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<tr>
<td>1E-1. Public Posting–30-Day Local Competition Deadline.</td>
<td>Yes</td>
<td>30 Day Local Comp...</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1E-1. Public Posting–Local Competition Announcement.</td>
<td>Yes</td>
<td>Local Competition...</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1E-4. Public Posting–CoC-Approved Consolidated Application</td>
<td>Yes</td>
<td>Public Posting of...</td>
<td>09/27/2019</td>
</tr>
<tr>
<td>3A. Written Agreement with Local Education or Training Organization.</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3A. Written Agreement with State or Local Workforce Development Board.</td>
<td>No</td>
<td>SWN MOU with Part...</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>4A-7a. Project List-Homeless under Other Federal Statutes.</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>----</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

MD-502 CoC
Project: MD-502 CoC Registration FY2019
Applicant: Harford Community Action Agency, Inc.
COC_REG_2019_170784
Attachment Details

Document Description: 2019 HDX Competition Report

Attachment Details

Document Description:

Attachment Details

Document Description: Homeless Preference Establishment Letters

Attachment Details

Document Description: Coordinated Assessment System Documents 092419

Attachment Details

Document Description: Accepted Projects Ranking Published
Document Description: Certification of no Reduced or Rejected Applications

Attachment Details

Document Description: 30 Day Local Competition Deadline

Attachment Details

Document Description: Local Competition Announcement

Attachment Details

Document Description: Public Posting of Application

Attachment Details

Document Description: SWN MOU with Partners

Attachment Details
Document Description: Report on Racial Disparity 092419

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

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

<table>
<thead>
<tr>
<th>Page</th>
<th>Last Updated</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A. Identification</td>
<td>09/17/2019</td>
</tr>
<tr>
<td>1B. Engagement</td>
<td>09/27/2019</td>
</tr>
<tr>
<td>1C. Coordination</td>
<td>09/26/2019</td>
</tr>
<tr>
<td>1D. Discharge Planning</td>
<td>No Input Required</td>
</tr>
<tr>
<td>1E. Local CoC Competition</td>
<td>09/23/2019</td>
</tr>
<tr>
<td>1F. DV Bonus</td>
<td>09/27/2019</td>
</tr>
<tr>
<td>2A. HMIS Implementation</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>2B. PIT Count</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>3A. System Performance</td>
<td>09/27/2019</td>
</tr>
<tr>
<td>3B. Performance and Strategic Planning</td>
<td>09/27/2019</td>
</tr>
<tr>
<td>4A. Mainstream Benefits and Additional Policies</td>
<td>09/23/2019</td>
</tr>
<tr>
<td>4B. Attachments</td>
<td>09/27/2019</td>
</tr>
<tr>
<td>Submission Summary</td>
<td>No Input Required</td>
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</table>
## Total Population PIT Count Data

<table>
<thead>
<tr>
<th></th>
<th>2016 PIT</th>
<th>2017 PIT</th>
<th>2018 PIT</th>
<th>2019 PIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count</td>
<td>179</td>
<td>189</td>
<td>190</td>
<td>228</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>81</td>
<td>100</td>
<td>108</td>
<td>116</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>88</td>
<td>52</td>
<td>61</td>
<td>89</td>
</tr>
<tr>
<td>Total Sheltered Count</td>
<td>169</td>
<td>152</td>
<td>169</td>
<td>205</td>
</tr>
<tr>
<td>Total Unsheltered Count</td>
<td>10</td>
<td>37</td>
<td>21</td>
<td>23</td>
</tr>
</tbody>
</table>

## Chronically Homeless PIT Counts

<table>
<thead>
<tr>
<th></th>
<th>2016 PIT</th>
<th>2017 PIT</th>
<th>2018 PIT</th>
<th>2019 PIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count of Chronically Homeless Persons</td>
<td>14</td>
<td>20</td>
<td>46</td>
<td>19</td>
</tr>
<tr>
<td>Sheltered Count of Chronically Homeless Persons</td>
<td>11</td>
<td>10</td>
<td>33</td>
<td>11</td>
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<tr>
<td>Unsheltered Count of Chronically Homeless Persons</td>
<td>3</td>
<td>10</td>
<td>13</td>
<td>8</td>
</tr>
</tbody>
</table>
# 2019 HDX Competition Report
## PIT Count Data for MD-502 - Harford County CoC

## Homeless Households with Children PIT Counts

<table>
<thead>
<tr>
<th></th>
<th>2016 PIT</th>
<th>2017 PIT</th>
<th>2018 PIT</th>
<th>2019 PIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children</td>
<td>28</td>
<td>28</td>
<td>26</td>
<td>35</td>
</tr>
<tr>
<td>Sheltered Count of Homeless Households with Children</td>
<td>28</td>
<td>28</td>
<td>26</td>
<td>35</td>
</tr>
<tr>
<td>Unsheltered Count of Homeless Households with Children</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

## Homeless Veteran PIT Counts

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count of the Number of Homeless Veterans</td>
<td>9</td>
<td>9</td>
<td>8</td>
<td>7</td>
<td>4</td>
</tr>
<tr>
<td>Sheltered Count of Homeless Veterans</td>
<td>9</td>
<td>9</td>
<td>7</td>
<td>6</td>
<td>4</td>
</tr>
<tr>
<td>Unsheltered Count of Homeless Veterans</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>
### HMIS Bed Coverage Rate

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Total Beds in 2019 HIC</th>
<th>Total Beds in 2019 HIC Dedicated for DV</th>
<th>Total Beds in HMIS</th>
<th>HMIS Bed Coverage Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Shelter (ES) Beds</td>
<td>69</td>
<td>28</td>
<td>41</td>
<td>100.00%</td>
</tr>
<tr>
<td>Safe Haven (SH) Beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>NA</td>
</tr>
<tr>
<td>Transitional Housing (TH) Beds</td>
<td>100</td>
<td>0</td>
<td>100</td>
<td>100.00%</td>
</tr>
<tr>
<td>Rapid Re-Housing (RRH) Beds</td>
<td>35</td>
<td>0</td>
<td>35</td>
<td>100.00%</td>
</tr>
<tr>
<td>Permanent Supportive Housing (PSH) Beds</td>
<td>153</td>
<td>0</td>
<td>153</td>
<td>100.00%</td>
</tr>
<tr>
<td>Other Permanent Housing (OPH) Beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>NA</td>
</tr>
<tr>
<td><strong>Total Beds</strong></td>
<td><strong>357</strong></td>
<td><strong>28</strong></td>
<td><strong>329</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>
### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

<table>
<thead>
<tr>
<th>Chronically Homeless Bed Counts</th>
<th>2016 HIC</th>
<th>2017 HIC</th>
<th>2018 HIC</th>
<th>2019 HIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC</td>
<td>19</td>
<td>22</td>
<td>26</td>
<td>97</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Households with Children</th>
<th>2016 HIC</th>
<th>2017 HIC</th>
<th>2018 HIC</th>
<th>2019 HIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>RRH units available to serve families on the HIC</td>
<td>0</td>
<td>10</td>
<td>8</td>
<td></td>
</tr>
</tbody>
</table>

### Rapid Rehousing Beds Dedicated to All Persons

<table>
<thead>
<tr>
<th>All Household Types</th>
<th>2016 HIC</th>
<th>2017 HIC</th>
<th>2018 HIC</th>
<th>2019 HIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>RRH beds available to serve all populations on the HIC</td>
<td>0</td>
<td>35</td>
<td>35</td>
<td></td>
</tr>
</tbody>
</table>
Measure 1: Length of Time Persons Remain Homeless

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

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

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

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

<table>
<thead>
<tr>
<th>Metric</th>
<th>Universe (Persons)</th>
<th>Average LOT Homeless (bed nights)</th>
<th>Median LOT Homeless (bed nights)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2017</td>
<td>FY2018</td>
<td>FY2017</td>
<td>FY2018</td>
</tr>
<tr>
<td>FY2017</td>
<td>FY2018</td>
<td>FY2017</td>
<td>FY2018</td>
</tr>
<tr>
<td>1.1</td>
<td>Persons in ES and SH</td>
<td>360</td>
<td>72</td>
</tr>
<tr>
<td>1.2</td>
<td>Persons in ES, SH, and TH</td>
<td>455</td>
<td>118</td>
</tr>
</tbody>
</table>

b. This measure is based on data element 3.17.

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

The construction of this measure changed, per HUD’s specifications, between FY 2016 and FY 2017. HUD is aware that this may impact the change between these two years.
# FY2018 - Performance Measurement Module (Sys PM)

<table>
<thead>
<tr>
<th></th>
<th>Universe (Persons)</th>
<th>Average LOT Homeless (bed nights)</th>
<th>Median LOT Homeless (bed nights)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Submitted FY 2017</td>
<td>FY 2018</td>
<td>Submitted FY 2017</td>
</tr>
<tr>
<td>1.1 Persons in ES, SH, and PH (prior to &quot;housing move in&quot;)</td>
<td>357</td>
<td>367</td>
<td>223</td>
</tr>
<tr>
<td></td>
<td>258</td>
<td>240</td>
<td>115</td>
</tr>
<tr>
<td>1.2 Persons in ES, SH, TH, and PH (prior to &quot;housing move in&quot;)</td>
<td>457</td>
<td>500</td>
<td>223</td>
</tr>
</tbody>
</table>

## Notes
- **Submitted FY 2017**
- **FY 2018**
- **Difference**
Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

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

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

<table>
<thead>
<tr>
<th>Exit was from</th>
<th>Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)</th>
<th>Returns to Homelessness in Less than 6 Months</th>
<th>Returns to Homelessness from 6 to 12 Months</th>
<th>Returns to Homelessness from 13 to 24 Months</th>
<th>Number of Returns in 2 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>SO</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>ES</td>
<td>59</td>
<td>6</td>
<td>1</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>TH</td>
<td>42</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>SH</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>PH</td>
<td>23</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL Returns to Homelessness</td>
<td>124</td>
<td>6</td>
<td>1</td>
<td>4</td>
<td>11</td>
</tr>
</tbody>
</table>

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts
2019 HDX Competition Report
**FY2018 - Performance Measurement Module (Sys PM)**

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

<table>
<thead>
<tr>
<th></th>
<th>January 2017 PIT Count</th>
<th>January 2018 PIT Count</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Total PIT Count of sheltered and unsheltered persons</td>
<td>189</td>
<td>190</td>
<td>1</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>100</td>
<td>108</td>
<td>8</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>52</td>
<td>61</td>
<td>9</td>
</tr>
<tr>
<td>Total Sheltered Count</td>
<td>152</td>
<td>169</td>
<td>17</td>
</tr>
<tr>
<td>Unsheltered Count</td>
<td>37</td>
<td>21</td>
<td>-16</td>
</tr>
</tbody>
</table>

Metric 3.2 – Change in Annual Counts

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Unduplicated Total sheltered homeless persons</td>
<td>460</td>
<td>499</td>
<td>39</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>360</td>
<td>369</td>
<td>9</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>111</td>
<td>158</td>
<td>47</td>
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</tbody>
</table>
Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults</td>
<td>40</td>
<td>49</td>
<td>9</td>
</tr>
<tr>
<td>with increased earned income</td>
<td>4</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>Percentage of adults</td>
<td>10%</td>
<td>12%</td>
<td>2%</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults</td>
<td>40</td>
<td>49</td>
<td>9</td>
</tr>
<tr>
<td>with increased non-employment cash income</td>
<td>13</td>
<td>15</td>
<td>2</td>
</tr>
<tr>
<td>Percentage of adults</td>
<td>33%</td>
<td>31%</td>
<td>-2%</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults</td>
<td>40</td>
<td>49</td>
<td>9</td>
</tr>
<tr>
<td>with increased total income</td>
<td>14</td>
<td>19</td>
<td>5</td>
</tr>
<tr>
<td>Percentage of adults</td>
<td>35%</td>
<td>39%</td>
<td>4%</td>
</tr>
</tbody>
</table>
Metric 4.4 – Change in earned income for adult system leavers

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults who exited (system leavers)</td>
<td>12</td>
<td>19</td>
<td>7</td>
</tr>
<tr>
<td>Number of adults who exited with increased earned income</td>
<td>1</td>
<td>5</td>
<td>4</td>
</tr>
<tr>
<td>Percentage of adults who increased earned income</td>
<td>8%</td>
<td>26%</td>
<td>18%</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults who exited (system leavers)</td>
<td>12</td>
<td>19</td>
<td>7</td>
</tr>
<tr>
<td>Number of adults who exited with increased non-employment cash income</td>
<td>4</td>
<td>3</td>
<td>-1</td>
</tr>
<tr>
<td>Percentage of adults who increased non-employment cash income</td>
<td>33%</td>
<td>16%</td>
<td>-17%</td>
</tr>
</tbody>
</table>

Metric 4.6 – Change in total income for adult system leavers

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults who exited (system leavers)</td>
<td>12</td>
<td>19</td>
<td>7</td>
</tr>
<tr>
<td>Number of adults who exited with increased total income</td>
<td>5</td>
<td>7</td>
<td>2</td>
</tr>
<tr>
<td>Percentage of adults who increased total income</td>
<td>42%</td>
<td>37%</td>
<td>-5%</td>
</tr>
</tbody>
</table>
Measure 5: Number of persons who become homeless for the 1st time

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Person with entries into ES, SH or TH during the reporting period.</td>
<td>378</td>
<td>412</td>
<td>34</td>
</tr>
<tr>
<td>Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.</td>
<td>60</td>
<td>57</td>
<td>-3</td>
</tr>
<tr>
<td>Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)</td>
<td>318</td>
<td>355</td>
<td>37</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Person with entries into ES, SH, TH or PH during the reporting period.</td>
<td>434</td>
<td>441</td>
<td>7</td>
</tr>
<tr>
<td>Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.</td>
<td>73</td>
<td>74</td>
<td>1</td>
</tr>
<tr>
<td>Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)</td>
<td>361</td>
<td>367</td>
<td>6</td>
</tr>
</tbody>
</table>
Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD’s Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in FY2018 (Oct 1, 2017 - Sept 30, 2018) reporting period.

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

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Persons who exit Street Outreach</td>
<td>21</td>
<td>80</td>
<td>59</td>
</tr>
<tr>
<td>Of persons above, those who exited to temporary &amp; some institutional destinations</td>
<td>10</td>
<td>11</td>
<td>1</td>
</tr>
<tr>
<td>Of the persons above, those who exited to permanent housing destinations</td>
<td>4</td>
<td>9</td>
<td>5</td>
</tr>
<tr>
<td>% Successful exits</td>
<td>67%</td>
<td>25%</td>
<td>-42%</td>
</tr>
</tbody>
</table>

Metric 7b.1 – Change in exits to permanent housing destinations
## Metric 7b.2 – Change in exit to or retention of permanent housing

<table>
<thead>
<tr>
<th>Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing</th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Of the persons above, those who exited to permanent housing destinations</td>
<td>373</td>
<td>356</td>
<td>-17</td>
</tr>
<tr>
<td>% Successful exits</td>
<td>33%</td>
<td>55%</td>
<td>22%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Universe: Persons in all PH projects except PH-RRH</th>
<th>Submitted FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations</td>
<td>141</td>
<td>129</td>
<td>-12</td>
</tr>
<tr>
<td>% Successful exits/retention</td>
<td>94%</td>
<td>99%</td>
<td>5%</td>
</tr>
</tbody>
</table>
This is a new tab for FY 2016 submissions only. Submission must be performed manually (data cannot be uploaded). Data coverage and quality will allow HUD to better interpret your Sys PM submissions.

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

You may enter a note about any field if you wish to provide an explanation about your data quality results. This is not required.
<table>
<thead>
<tr>
<th></th>
<th>All ES, SH</th>
<th>All TH</th>
<th>All PSH, OPH</th>
<th>All RRH</th>
<th>All Street Outreach</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Number of non-DV Beds on HIC</td>
<td>52  66  55  53</td>
<td>69  81  60  80</td>
<td>130  154 139 159</td>
<td>0</td>
<td>32</td>
</tr>
<tr>
<td>2. Number of HMIS Beds</td>
<td>52  66  55  53</td>
<td>57  81  60  80</td>
<td>130  154 139 135</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>3. HMIS Participation Rate from HIC (%)</td>
<td>100.00 100.00 100.00 100.00</td>
<td>82.61 100.00 100.00 100.00</td>
<td>100.00 100.00 100.00 84.91</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>4. Unduplicated Persons Served (HMIS)</td>
<td>329 293 360 373</td>
<td>144 124 111 158</td>
<td>144 164 102 141</td>
<td>10  16  60 116</td>
<td>7  0  12 91</td>
</tr>
<tr>
<td>5. Total Leavers (HMIS)</td>
<td>316 241 314 324</td>
<td>88  66  65  75</td>
<td>35  50  17  30</td>
<td>3  7  24 85</td>
<td>7  0  0 82</td>
</tr>
<tr>
<td>6. Destination of Don't Know, Refused, or Missing (HMIS)</td>
<td>0  62  84  51</td>
<td>6  1  25  13</td>
<td>3  5  1  0</td>
<td>0  0  0 7</td>
<td>0  0  0 56</td>
</tr>
<tr>
<td>7. Destination Error Rate (%)</td>
<td>0.00 25.73 26.75 15.74</td>
<td>6.82 1.52 38.46 17.33</td>
<td>8.57 10.00 5.88 0.00</td>
<td>0.00 0.00 0.00 8.24</td>
<td>0.00 68.29</td>
</tr>
</tbody>
</table>
## Date of PIT Count

| Date CoC Conducted 2019 PIT Count | 1/23/2019 |

## Report Submission Date in HDX

<table>
<thead>
<tr>
<th>Submitted On</th>
<th>Met Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/19/2019</td>
<td>Yes</td>
</tr>
<tr>
<td>4/24/2019</td>
<td>Yes</td>
</tr>
<tr>
<td>5/22/2019</td>
<td>Yes</td>
</tr>
</tbody>
</table>
July 23, 2018

Ms. Barbara W. Richardson  
Harford County Dept. of Housing & Community Development  
15 S. Main Street, Suite 106  
Bel Air, Maryland 21014

SUBJECT: CONFIRMATION OF HOMELESS PREFERENCE

Dear Ms. Richardson –

This letter confirms that the Havre de Grace Housing Authority Admissions Policy includes a homeless preference.

Should you require additional information, feel free to contact me at the telephone number below.

Sincerely,

Nicki Biggs, CME, PHM  
Acting Executive Director
July 20, 2018

Ann Schenning
Senior CPD Representative
US Department of Housing
& Urban Development
Bank of America Building, Tower II
100 S. Charles Street, Suite 500
Baltimore, MD 21201

Dear Ms. Schenning:

The Harford County Housing Agency, a division of the Harford County Office of Community & Economic Development does have a homeless preference for application selection of individuals applying to the Housing Choice Voucher program.

We are currently working with County administration to add a super preference for formerly homeless households residing in projects for persons experiencing homelessness and homeless veterans. We hope to enact these super preferences during the upcoming program year.

Sincerely,

Barbara W. Richardson
Community Development Administrator
The receptionist should collect any ID cards, birth certificates and SS cards that the individual may have for everyone in the household and make copies. The screener will conduct a search of the Sex Offender Registry and MD Judiciary Case Search once the Intake Form is completed and prior to beginning the pre-screening session and questions. A printout of the Sex Offender Search Results should be attached to this assessment.

Ask the questions below:

**II. PRE-SCREENING QUESTIONS**

1. Are you currently living on the streets or a place not meant for human habitation or do you believe you will be living on the streets or a place not meant for human habitation within the next 72 hours?
   - □ Yes
   - □ No
   
   If no to this question, ask

   Are you currently residing in, or trying to leave, an intimate partner who threatens you or makes you fearful?
   - □ Yes
   - □ No
   
   If NO to both questions, refer to other prevention-oriented resources and cease administering assessment. If YES to either question, continue with tool.

2. Do you live in Harford County right now?
   - □ Yes
   - □ No
   
   If NO, attempt to refer to 2-1-1 or any known resources in their community before continuing. If YES, continue with assessment

3. Do you want services that are specifically geared to domestic violence survivors OR do you need a confidential location to stay?
   - □ Yes
   - □ No
   
   If YES, STOP and assist in contacting SARC using the hotline **#410-836-8430**. No information about the individual/family should be recorded in HMIS. If NO, do not follow DV-specific guidelines. At this point, introduce data confidentiality forms; explain what the documents say and the utility of having information shared through this system and obtain written consent. An individual/family not agreeing to sign does not mean they do not get services, just the way we document it.
4. In the past or currently, do you have any charges or convictions for:

- [ ] Sex Offense  
- [ ] Assault/Murder  
- [ ] Domestic Violence  
- [ ] Weapon violations  
- [ ] Drug Possession or Distribution  
- [ ] Other: ____________________________

5. Are you currently under the influence of alcohol or an illegal substance?

- [ ] Yes  
- [ ] No

III. DIVERSION SCREENING
This part may be skipped if it has already been established the household is living somewhere unfit for human habitation, on the street, or exiting an institution. Proceed to VI-SPDAT.

1. **Was the place you stayed last night a safe location?**
   - If YES, diversion eligible. If NO, ask “What made the location unsafe?” “Is there another place you can think of where you feel you’d be safe and could stay for a couple of nights?” If YES, diversion eligible. If unsafe due to domestic violence, STOP refer to SARC immediately. If NO, continue with questions, but likely diversion ineligible.

2. **Why did you have to leave the place you stayed last night? Could you stay tonight at the same location?** Use information from these questions as well as any other accompanying questions you may need to ask to determine a plan for helping re-house household.

3. **What would you need to help you stay where you stayed last night again?** Determine if these resources are accessible to determine if they are diversion eligible.

4. **Would it help if I contacted the person you stayed with? What is the best way to contact that person?** Contact person if necessary.

   If diversion eligible, talk through diversion questions further and attempt to divert household. If not diversion eligible, continue with assessment process using VI-SPDAT for Individuals or Families

REFERRALS:

- [ ] HCAA Prevention  
- [ ] HCAA Supportive Services  
- [ ] Other: ____________________________

IV. PRIORITY SCREENING

- [ ] VI-SPDAT /Individuals  
- [ ] VI-SPDAT /Families

**Complete screening tool to assess service prioritization:**

1. Diversion (Score 0-3)
2. Refer for Rapid-Rehousing/Transitional Housing (Score 4-8)
3. Refer for Permanent Supportive Housing (score 9+)
V. CHOOSING A REFERRAL

Check daily priority list posting to see if consumer’s score prioritizes them for any intervention. **If they are eligible to be on a list for an intervention, then read the following script:**

“We have a few different options available. According to what we’ve talked about today, it seems like you may be eligible for (name interventions). The waiting time for this/these intervention(s) is _____. (Describe interventions in a little more detail, including general services offered, length of program, goal of program). Which intervention would you like to be on the priority list for?”

If openings, make immediate referral. If no availability, add individual/family to waitlist for their intervention of choice (prioritize them according to score).

**If consumer is not eligible to be prioritized for TH, RRH or PSH, then read the following script:**

“We will refer you to ______ (emergency shelter). From there, the case managers will work with you to help you find the best way to gain stable housing.”

Prioritization Score: __________
August 23, 2019 — August 28, 2019
Finalization of applications

by September 15, 2019
Rankings sent to each applicant via email
Rankings posted online

by September 30, 2019 at 5:00 PM
Collaborative Application sent to HUD

FY19 Competition Rankings

Final Rankings FY19 Competition
Review and Rank Minutes - 8.20.19

FY19 Competition Documents
September 12, 2019

Ann Schenning  
Senior CPD Representative  
U.S. Department of Housing and Urban Development  
Bank of America Building, Tower II  
100 S. Charles Street, Suite 500  
Baltimore, MD 21201

Dear Ms. Schenning,

This letter is to certify that there were no projects rejected or reduced in the 2019 CoC Competition for Harford County’s CoC, MD-502.

Sincerely,

Pamela J. Craig  
Executive Director  
Harford Community Action Agency  
CoC Lead and Collaborative Applicant for Harford County MD-502

From the desk of Pamela J. Craig  
Executive Director
FY19 CoC Competition is now open!

The Notice of Funding Availability (NOFA) can be found here: https://www.hudexchange.info/resource/5842/fy-2019-cooc-program-nofa/

Timeline for Submission

July 26, 2019 from 10:30 AM – 12:30 PM and 1:00 PM – 3:00 PM (choose one session)

Training Session for FY19 Competition

August 2, 2019 by 5:00 PM

Letter of Intent to Submit an Application due to Natalie Shaw (nshaw@harfordcasa.org)

August 13, 2019 by 5:00 PM

PDF of completed but UNSUBMITTED application due to Natalie Shaw (nshaw@harfordcasa.org)

August 19, 2019 through August 23, 2019

Rating and Ranking Process

August 23, 2019 through August 28, 2019

Finalization of applications

by September 9, 2019

Rankings sent to each applicant

by September 30, 2019 at 5:00 PM

Collaborative Application sent to HUD

FY19 Competition Documents

Accessing the Project Application

https://www.hudexchange.info/resource/2908/how-to-access-the-project-application/

New Project Applications

https://www.hudexchange.info/resource/2909/coac-project-application-instructions-for-new-projects/

 Renewal Project Applications

https://www.hudexchange.info/resource/2910/coac-project-application-instructions-for-renewal-projects/
Expansion Project Applications

Applying for Expansion Projects During the CoC Program Competition – Update in Progress from HUD as of 7/22/19, keep checking back

Consolidating Applications


FY20 CoC Meetings Agenda and Minutes

- July 23rd, 2019
FY19 CoC Competition is now open!

The Notice of Funding Availability (NOFA) can be found here: https://www.hdexchange.info/resource/5842/fy-2019-coc-program-nofa/

Timeline for Submission

July 26, 2019 from 10:30 AM - 12:30 PM and 1:00 PM - 3:00 PM (choose one session)
Training Session for FY19 Competition

August 2, 2019 by 5:00 PM
Letter of Intent to Submit an Application due to Natalie Shaw (nshaw@harfordca.org)

August 13, 2019 by 5:00 PM
PDF of completed but UNSUBMITTED application due to Natalie Shaw (nshaw@harfordca.org)

August 19, 2019 through August 23, 2019
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August 23, 2019 through August 28, 2019
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FY19 Competition Documents

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https://www.hdexchange.info/resource/2908/how-to-access-the-project-application/

New Project Applications
https://www.hdexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/

Renewal Project Applications
https://www.hdexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/
Expansion Project Applications

Applying for Expansion Projects During the CoC Program Competition – Update in Progress from HUD
as of 7/22/19, keep checking back

Consolidating Applications

https://files.hudexchange.info/resources/documents/Consolidating-Eligible-Renewals-for-PH-2019-CoC-
Program-Competition.pdf

FY20 CoC Meetings Agenda and Minutes

- July 23rd, 2019
CONTINUUM OF CARE – COMPETITION

FY 2019 CoC Final Applications:

Priority Listing

Collaborative Application

Section 3A.5d

The Notice of Funding Availability (NOFA) can be found here:

A webinar put on by the Interagency Council on Homelessness can be found below. This webinar was not produced by HUD.

Customize your view

Sometimes you need to freshen things up a bit, like swapping colors, super-sizing your text, or revisiting your dark mode selection, all of which you can do in your settings.

Trends for you

MD Grants @MDGrantsOffice - 55m
You’re invited to our upcoming event. Register today. conta.ca/2YPmCH

Who to follow

Mashable
FW: Final Version of CoC Collaborative Application Available Online

From: Natalie Shaw <nshaw@harfordoa.org>
Sent: Friday, September 27, 2019 10:00 AM
To: Deven Chona <dchona@harfordoa.org>
Subject: Final version of CoC collaborative application available online

Good morning, CoC Members,

The finalized FY 2019 CoC Collaborative Application and Priority Listing have been posted online here: http://harfordoa.org/continuumofcare/continuumofcare-completion/

Thank you,
Natalie

Natalie Shaw
Director of Compliance

[Logo: Community Action AGENCY]
Memorandum of Understanding
Between
Susquehanna Workforce Network, Inc.
and
Susquehanna Workforce Area Workforce Innovation and Opportunity Act (WIOA) Partners
July 1, 2019 – June 30, 2021

This Memorandum of Understanding (MOU) is executed between the Local Workforce Board, the Workforce Innovation and Opportunity Act (WIOA) System Partners, and the undersigned Chief Local Elected Official(s) of the Local Area. They are collectively referred to as the “Parties.”

This MOU is developed to memorialize the understanding of the Parties regarding the operation and management of the One-Stop System in the Susquehanna Workforce Development Area (the “Local Area”). The Susquehanna Workforce Network, Inc., Board of Directors (the “Local Board”) provides local oversight of workforce programming for the Local Area.

In accordance with Section 121 of Workforce Innovation and Opportunity Act (WIOA), the Local Board, with the agreement of the Chief Local Elected Official(s) (CLEO), will select the One-Stop Operator for the Local Workforce Development Area.

In accordance with Section 121(b) of WIOA, the following programs are available in the Local Area through the undersigned entities:

- The Maryland Department of Labor, Licensing and Regulation - WIOA Title I Adult, Dislocated Worker and Youth, Migrant and Seasonal Farmworker Programs, WIOA Title II Adult Education and Family Literacy Act Program, WIOA Title III Wagner-Peyser, Trade Adjustment Assistance Act, Jobs for Veterans State Grant, and Unemployment Insurance;
- The Maryland State Department of Education’s Division of Rehabilitation Services - WIOA Title IV; Title I of the Rehabilitation Act of 1973;
- The Maryland Department of Human Services - 42 USC 601, et seq, also known as Temporary Assistance for Needy Families / Local Departments of Social Services;
- The Susquehanna Workforce Network, Inc. - WIOA Title I Adult, Dislocated Worker and Youth;
- Cecil College - Adult Education and Literacy; Carl Perkins Career and Technical Education Act;
- Harford Community College - Adult Education and Literacy; Carl Perkins Career and Technical Education Act;
- Senior Service America, Inc. - Title V Older Americans Act/SCESP;
- Cecil County Public Schools - Carl Perkins Career and Technical Education Act.
• Harford County Public Schools - Carl Perkins Career and Technical Education Act
• Cecil County Housing Agency - Dept. of Housing and Urban Development
• Harford County Office of Community and Economic Development - Dept. of Housing and Urban Development
• Cecil County Department of Social Services - Social Security Act part A of Title IV / TANF
• Harford County Department of Social Services - Social Security Act part A of Title IV / TANF
• Harford Community Action Agency – Community Services Block Grant

These entities are collectively referred to locally as the WIOA Partners.

Terms and Conditions

I. Duration of MOU

This MOU shall take effect July 1, 2018 and will terminate no later than June 30, 2021, unless terminated earlier by any of the Parties to this MOU, in accordance with Section XII. The Parties shall review this MOU at least every two years to ensure proper delivery of services and funding pursuant to Section 121(c)(2)(A) of WIOA.

Contact Information of the Partners is labeled as Exhibit 1 and made a part of this MOU.

II. Convening of Parties

The Local Board (or staff designee) will take the lead role as convener of the Partners. The Convener will be responsible for ensuring that all Parties to the MOU have an opportunity to fully participate in the crafting of this MOU.

III. System Overview


Providing businesses with the skilled workforce they need to compete in the global, regional, and local economies is central to the vision in implementing the federal Act. The local one-stop delivery system strives to develop a talent pipeline through the establishment of partnerships between State and local entities, businesses, economic development, education, and community stakeholders. To ensure that the workforce system efficiently meets the needs of both the businesses and the jobseekers that it serves, the Susquehanna Workforce Area Local Workforce Plan was developed to align with Maryland’s Workforce Plan with the intent that this vision will be carried out through the local one-stop delivery system. The Parties acknowledge that this vision is a central focus of the work to be done under this MOU. The Parties agree to comply with the policies, procedures and assurances, established under WIOA, including but not limited
to the Policy Issuance 2016-09, WIOA Memoranda of Understanding and Resource Sharing Agreements” (“the Policy”).

IV. Performance Requirements & Data Sharing

The Parties agree to participate in efforts to assess the effectiveness of the local One-stop delivery system through WIOA performance measures. All Parties shall provide performance information that supports the achievement of performance goals, consistent with the requirement of law and as outlined in the Maryland Combined State Plan. All Parties agree to work cooperatively to share relevant data and enter into data sharing agreements to the extent necessary and as permitted or required by applicable statute or regulation.

V. Services Offered through the One-Stop Delivery System

The Parties agree to build an efficient workforce system through sharing of information, effective collaboration, staff training and aligning service delivery to maximize partner strengths and improve customer flow and access. Consistent with Section 121(b)(1) of WIOA, the Partners will provide access to programs or activities carried out by the entity through the One-Stop delivery system in the Local Area.

The Partners shall provide the following services:

Services to be provided by the Susquehanna Workforce Network, Inc.

- Provision of WIOA Title I Adult and Dislocated Worker basic and individualized career services, with primary emphasis on individualized career services, and referral to appropriate training services for job seekers. Priority focus populations will include serving the most vulnerable workers and those who have limited and/or obsolete skills, lack work experience and face barriers to economic success.
- Provision of WIOA Title I Youth Services to youth who lack a high school diploma and are basic skill deficient.
- Provision and/or coordination of services and resources for Business Engagement activity; including convening the local Business Team to provide comprehensive services to the business community.
- Staff participation on the Local Workforce Boards Business Engagement Committee/Team, Youth Committee and other jointly-beneficial committees, associated activities and specialized projects as appropriate.
- Referrals of customers to appropriate service providers, supportive services and other resources as appropriate.
- Act as fiscal agent for WIOA Title I and other grant funds.
• Susquehanna Workforce Center and One Stop System grant administration including grant management, fiscal activities, oversight, evaluation, and overall coordination activities with partner organizations.
• Dissemination of Labor Market Information commissioned and compiled by the Local Workforce Board; and related information.

Services to be provided by the Maryland Department of Labor, Licensing and Regulation

➢ Wagner-Peyser

• The Wagner-Peyser (WP) Program will be a full-time core partner at the Workforce Centers as identified in the Maryland State Plan, Wagner-Peyser functions will include labor exchange services and career guidance that are included as career services under Title I, and activities that assist workers in identifying and obtaining jobs in in-demand and industries and occupations.
• In accordance with the US Department of Labor’s current guidance in TEGL 3-15, the primary services provided by WP staff are Basic Career Services and may include Individualized Career Services.
• Provide applicant services including orientation to the American Job Center, initial assessment of customer needs; instruction on the utilization of the Maryland Workforce Exchange System (MWE); Labor exchange services; facilitate workshops; provide job referral/placement services; career exploration; provide access to electronic equipment, software, and other available job related work search tools and materials.
• Provide employer services within the Business Community — recruitment, job posting, referral/placement services, provide information about DLLR and partner initiatives, work in conjunction with partner agency efforts to assist customers in achieving goals, provision of labor and/or marketing information, MWE assistance to business representatives.
• Referral to supportive services and/or agency partners as appropriate.
• Provision of Labor Market Information: information on job qualifications, occupational trends, wages and training sources; and other DLLR programs to include grants/special initiatives.
• Participate in partner activities and other jointly beneficial committees, associated events, and specialized projects as appropriate.
• Provision of Unemployment Insurance filing instructions to include access to computers, phone, and general assistance; Approve/Disapprove work search waivers.

➢ Trade Adjustment Assistance Act

• Determine eligibility for services of workers that have been adversely impacted by foreign trade as identified by DOL petition.
• Participate in Rapid Response initiative to inform affected workers of benefits available and timelines to apply for such.
• Develop reemployment plans that adhere to federal regulations.
• Provide training information; partnering with WIOA and training institutions.
• Coordinate resources and services with educational/training institutions, WIOA, DLLR Dislocated Worker Unit, and Unemployment Insurance.
- Provide case management, follow-up; job placement assistance; Advise customers on Trade Readjustment Allowances; Job Search Allowance; Relocation Allowance, and any service provided under the Trade Act.

- **Jobs for Veterans State Grant**
  - Provide Priority of service to Veterans and eligible spouses.
  - Provide services to Veterans with SBE which may include employment, job placement, training, and labor market information; referral to supportive services; Job clubs; Cooperate with others engaged in the promotion of benefits for Veterans.
  - Participate in Job Fairs, Community events, and perform outreach to promote job candidates as well as services available at the local Workforce Centers.
  - Disabled Veteran Outreach Program Specialist will provide intensive services to include case management to veterans with significant barriers to employment as defined by the grant as appropriate to veterans with SBE that would benefit.
  - Local Veteran Employment Representative will provide outreach to businesses for the benefit of hiring veterans.
  - Local Veteran Employment Representative will compile reports and share information with One Stop Operator; and maintain relationship with Business Service staff.

- **Unemployment Insurance**

  The Division of Unemployment Insurance will provide the following services:

  - A direct point-of-contact with the Division's Inquiry Correspondence Unit to assist with general concerns regarding Unemployment Insurance matters and to facilitate claims filing by telephone or online;
  - Training or assistance to staff to provide a general understanding of the unemployment insurance claims filing process;
  - Informational pamphlets regarding Unemployment Insurance;
  - Coordinating Rapid Response services with the Dislocation Services Unit, when requested; and access to relevant Unemployment Insurance data in compliance with Federal confidentiality requirements.

- **Migrant and Seasonal Farmworker (MSFW) Program**

  - The Migrant and Seasonal Fam1 Worker Program (MSFW) is monitored by the State Monitor Advocate. Locally the program is serviced by a DLLR/WP staff member currently located in Cecil County.
  - To provide access to the full array of services at the Workforce Center that is afforded to non-migrant workers to include outreach to work sites; provision of written materials regarding Workforce Center Locations; Community Resources; Educational services; Job Search and Placement; Training information; Usage of office equipment. May include access to services to remedy language barriers.
  - Conduct field visits to include camp inspections to ensure workers are knowledgeable of Workforce Center Services, and provide community service information.
• Provide services to both farm owners/operators and workers by ensuring H2A clearance orders are properly entered into the state computer system, and by performing pre-season housing inspections.
• Compile appropriate reports.

➢ Maryland’s Re-Entry Initiative
• In accordance with Maryland’s Re-Entry Initiative, DLLR/WP staff will identify and offer the full range of services available to ex-offenders and others with barriers to employment.
• The local bonding coordinator in each office will explain the Federal Bonding process and assist the customer with the application.

Services to be provided by the Maryland State Department of Education’s Division of Rehabilitation Services - WIOA Title IV; Title I of the Rehabilitation Act of 1973

• Provide intake, orientation and assessments for disabled job-seekers;
• Promote employment of persons with disabilities;
• Based on a comprehensive assessment of an individual’s disabilities, determine an individual’s eligibility for services in accordance with the Division’s Order of Selection Criteria;
• Develop an Individualized Employment Plan;
• Provide guidance and counseling, physical restoration, and training to financially eligible persons with disabilities;
• Provide follow-up services to enhance job retention;
• Provide other services as may be available and appropriate;
• Provide Pre-employment Transitioning Services to students with disabilities, as defined by WIOA;
• Provide Supported Employment Services for youth with disabilities as defined by WIOA;
• Provide independent living services to enhance the capacity of persons with disabilities to live unaided in the community;
• Provide performance information as required by WIOA;
• Provide cross training of Workforce staff on disability related issues;
• Provide technical assistance on disability related issues and on assistive technology;
• Engage employers through the Divisions Business Liaisons;
• Work in a collaborative manner to coordinate services among the Workforce Partners for individuals with disabilities

Services to be provided by Cecil College
➢ Adult Education and Literacy
• GED instruction to prepare students for the four subjects of the GED examination
• Pre-GED instruction to prepare students for GED level instruction or to provide academic skill remediation for students who already have a high school credential
• Basic ESOL classes to assist non-native student in improving their English listening, speaking, reading, and writing skills
• Advanced ESOL classes to assist non-native students in specific English skills
• Basic computer skills instruction in the context of GED and Pre-GED instruction
• Soft job skills instruction in the context of GED and Pre-GED instruction
• One-on-one tutoring to help build reading and writing skills for students assessing below 5th grade in reading ability
• Student assessment using CASAS or TABE
• Administration of the GED Ready to determine students’ readiness for the GED examination
• Assistance with employment and post-secondary goals for students enrolled in the Adult Education Program

➤ Carl Perkins Career and Technical Education Act
• Provide program knowledge, expertise and access to information regarding Cecil College programs and services including Adult Basic Education/Perkins/Workforce/Training programs.
• Provide information to and referral of appropriate Cecil County Public Schools students and families to workforce system services and partner programs
• Assist in marketing Cecil College workforce programs through county offices and community partners.
• Referral of eligible clients in need of career and training services to appropriate system partners.
• Participation on and coordination with the Local Workforce Boards Business Engagement Committee/Team, Youth Committee and/or other jointly beneficial committees, associated activities and specialized projects as appropriate
• Collaborate with system partners on sector and/or career pathway initiatives.
• Align program content and benchmarks with the needs of community partners to strengthen workforce training programs

Services to be provided by Harford Community College

➤ Adult Education and Literacy
• English as a Second Language (ESL) classes are available free of charge for foreign born adults who would like to improve English communications skills.
• Adult Basic Education (ABE) classes are available free of charge for adults who would like to improve basic reading, writing, and math skills.
• GED preparation classes are available for adults who would like to prepare to take the GED examination. Students pay for fees and books.

➤ Carl Perkins Career and Technical Education Act
• Academic and career guidance for students enrolled in Career and Technical programs.
• Academic support for Career and Technology students in Business, Computing and Accounting.
• Annual Curriculum Advisory Committee meetings to engage business and community partners in review of Career and Technical Business, Computing, CADD and Engineering Technology programs.

Services to be provided by Cecil County Public Schools - Carl Perkins Career and Technical Education Act

• Provide students, including special populations consistent with Perkins V, with rigorous Career & Technology Education programs that prepare them for college, trade schools, and the workforce. Offering certifications, licensures, and articulated or transcripted college credit.
• Ensure teachers of CTE programs have the necessary professional development training and supplies and equipment necessary to teach students required skills.
• Participate on the Local Workforce Boards Business Engagement Committee/Team, Youth Committee and/or other jointly beneficial committees, associated with activities and specialized projects as appropriate.
• Align and advance CTE programs utilizing available labor market data and resources.
• Ensure instructors are engaging system partners in the Program Advisory Committee meetings to help inform instruction on the needs of the industries.
• Collaborate with colleges to align programs that are in areas of need based on the labor market data.
• Provide information to and referral of appropriate CCPS students and families to workforce system services and partner programs.
• Provide students with valuable internships and/or job shadowing experiences in conjunction with local businesses.

Services to be provided by Harford County Public Schools - Carl Perkins Career and Technical Education Act

• Provide program knowledge and expertise regarding CTE and programs
• Participation on the Local Workforce Boards Business Engagement Committee/Team, Youth Committee and/or other jointly beneficial committees, associated activities and specialized projects as appropriate
• Align and advance programming utilizing available labor market data and resources
• Engage with system partners on sector and/or career pathway initiatives
• Provide information to and referral of appropriate HCPS students and families to workforce system services and partner programs
• Promote WIOA partners and programs to the HCPS community
• Share WIOA program information and opportunities to the HCPS Citizens Advisory Committee on CTE

Services to be provided by Cecil County Housing Agency - Dept. of Housing and Urban Development

• Staff participation on jointly-beneficial committees, meetings, activities and specialized projects related to Cecil County, as appropriate.
• Referrals of SWN customers to appropriate service providers, supportive services and other resources, including CCHA rental, homeownership, and financial education programs.
• Referrals of CCHA clients for workforce services as needed.
• Joint marketing and promotional efforts including materials displayed at CCHA offices and events.
• Non-Personally Identifiable Information data sharing as needed to improve service delivery and reporting for both partners.

Services to be provided by Harford County Dept. of Housing and Community Development - Dept. of Housing and Urban Development

• Staff participation on the Local Workforce Boards Business Engagement Committee/Team, Youth Committee and other jointly-beneficial committees, associated activities and specialized projects as appropriate.
• Referrals of customers to appropriate service providers, supportive services and other resources as appropriate.
• Administration of Federal, State, and County funded programs providing opportunities for affordable home ownership, loans and grants for special needs housing programs, rental assistance, renter protection through Livability Code enforcement, first-time homebuyers, housing preservation, foreclosure prevention, economic mobility, family self-sufficiency, and financial literacy.

Services to be provided by Cecil County Department of Social Services - Social Security Act part A of Title IV / TANF

• Information and referral of customers, to include foster youth, to appropriate service providers, supportive services and other resources as appropriate
• Cross Agency data and performance measurement
• Providing program knowledge and expertise as to the Social Security Act part A of Title IV/TANF
• Staff participation on the Local Workforce Boards Business Engagement Committee/Team, Youth Committee and other jointly beneficial committees, associated activities and specialized projects as appropriate

Services to be provided by Harford County Department of Social Services - Social Security Act part A of Title IV / TANF

• Information and referral of customers, to include foster youth, to appropriate service providers, supportive services and other resources as appropriate
• Cross Agency data and performance measurement
• Providing program knowledge and expertise as to the Social Security Act part A of Title IV/TANF
• Staff participation on the Local Workforce Boards Business Engagement Committee/Team, Youth Committee and other jointly beneficial committees, associated activities and specialized projects as appropriate

**Services to be provided by Senior Service America and/or its subgrantees - Title V Older Americans Act (SCESP)**

• Information and referral of SCSEP ineligible customers from SCSEP to the designated Workforce Center(s);
• Information and referral of SCSEP eligible customers to appropriate service providers, supportive services and other resources as appropriate
• Assign SCSEP participants to the designated Workforce Center(s), where appropriate, to help expand the services and mission of the Workforce Center(s)
• Provide local SCSEP data and performance measurement where appropriate and feasible
• Providing knowledge and expertise in working with older adults as a special population
• Staff participation on the Local Workforce Boards Business Engagement Committee/Team, and other jointly beneficial committees, associated activities and specialized projects as appropriate and feasible.

**Services to be provided by the Harford Community Action Agency**

• Provision of anti-poverty programs and services to low-income individuals, families, and communities.
• Administer of a wide range of coordinated programs designed to have a measurable impact on poverty.
• Delivers assistance through the Maryland Energy Assistance Program that assists income eligible residents with winter fuel bills during the heating season.
• Through the Electric Universal Service Program provides a grant applied monthly to the client’s electric bill.
• Operates the Community Action Food Pantry and Food Bank providing emergency and/or supplemental food to eligible families.
• Provision of Community Case Management that supports individuals and families seeking to develop a plan to get on the path to self-sufficiency. This program consists of:
  o Parenting skills
  o Reducing Childhood Hunger
  o Case Management/Resource Advocacy
• Through the Supportive Services Program, offers:
  o Homeless Prevention
  o Eviction Prevention
  o Financial Coaching
  o ABE/GED Assistance
  o Earned Benefits Online
  o Employment Assistance
A. The WIOA Partners in the Local Area offer customers a wide variety of career development services and programs. The Partners commit to:

(1) Ensure that the needs of workers, youth, and individuals with barriers to employment, including individuals with disabilities, are addressed in providing access to services, including access to technology and materials that are available through the Workforce Centers and WIOA Partners programs.

(2) Provide access through the One-stop delivery system to such programs or activities, including making career services provided under the Partner’s program, available.

(3) Ensure that costs are appropriately shared by Partners by basing contributions on proportionate share of use and/or access, and requiring that all funds are spent solely for allowable purposes in a manner consistent with the applicable authorizing statute and all other applicable legal requirements, including the Federal cost principles.

(4) Participate in the operation of the local One-stop delivery system consistent with the terms of this MOU, the requirements of WIOA, and the requirements of the federal, State, and local laws, regulations, rules, policies and plans applicable to the Parties in their respective roles under this MOU and as consistent with the laws, rules and regulations that govern each Partner’s respective program.

(5) All system partners agree to participate in WIOA Partner and other workforce development system meetings.

(6) All system partners will utilize Labor Market Data as the basis for career, education and training decision making.

(7) All system partners will seek to leverage additional funds to support the workforce development system.

(8) All system partners will participate in the coordination and alignment of services provided to the business community.

(9) All system partners will agree to an implementation plan that supports ongoing cross-training of staff to support a fully integrated delivery system.

(10) Each partner will describe their customer eligibility requirements and customer’s appropriateness criteria for services received under WIOA by May 2020.

(11) All system partners will identify and describe their reporting requirements, internally and externally to insure that all partners benefit from the workforce development system by May 2020.
(12) Each partner will continuously describe additional services beyond the services described above in Section V that they will contribute to the workforce delivery system as they are developed and implemented.

(13) Facilitating a system design that avoids duplication of effort, engages in cooperative and collaborative planning and provides quality customer service.

B. Accessibility

(1) The Parties acknowledge, for the purpose of applying the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), on the basis of disability under Section 174 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), on the basis of sex under Title IX of the Education Amendments of 1972 (20 U.S.C. Section 1681, et. seq.), or on the basis of race, color, or national origin under Title VI of the Civil Rights Act of 1964 (42 U.S.C. Section 2000d, et. seq.), programs and activities funded or otherwise financially assisted in whole or in part under WIOA are considered to be programs and activities receiving Federal financial assistance.

(2) The Parties will ensure that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with, any such program or activity based of race, color, religion, sex (except as otherwise permitted under Title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or belief.

(3) The Parties will ensure that participants shall not be employed to carry out the construction, operation, or maintenance of any part of any facility that is used or to be used for sectarian instruction or as a place for religious worship (except with respect to the maintenance of a facility that is not primarily or inherently devoted to sectarian instruction or religious worship, in a case in which the organization operating the facility is part of a program or activity providing services to participants).

(4) The Parties will ensure that no person may discriminate against an individual who is a participant in a program or activity that receives funds under this title, with respect to the terms and conditions affecting, or rights provided to, the individual, the status of the individual as a participant.

(5) The Parties will ensure participation in programs and activities or receiving funds under WIOA Title I shall be available to citizens and nationals of the United States, lawfully admitted permanent resident aliens, refugees, asylees, and parolees, and other immigrants authorized by the Attorney General to work in the United States. Participation in programs and activities or receiving funds under WIOA Title II are not subject to the same requirement.
VI. Referral Arrangements

Each system partner will develop a customer referral process that will maintain a co-case management relationship with the customer and the primary referral partner by April 2017.

VII. Resource Sharing Agreement

The purpose of the Resource Sharing Agreement (RSA) is to establish the terms and conditions of how the costs of the services and the operating costs of the Susquehanna Workforce Area’s One-stop delivery system will be funded, including funding of infrastructure costs of the Comprehensive One-stop Centers, funding of shared services, operating costs of the System, and the leveraging of in-kind contributions, as appropriate and pursuant to Section 121(h)(4) of WIOA.

WIOA Partners will establish RSA terms and conditions pursuant to Section 121(h)(4) of WIOA. This new RSA will be labeled Exhibit 2 and will be made a part of this MOU.

A. Cost Allocation Methodology
The Parties agree to the extent feasible to align individual agency resources to support workforce development systems integration, when and where appropriate. The shared costs, the allocation method, and each Party’s share are identified in the attached RSA.

B. In-Kind Arrangements
The Parties may contribute to the costs of the partnership on an in-kind basis. Such a contribution must be agreed to by all of the Parties and may be used to offset the costs of a Party’s responsibility identified in the cost allocation plan, when appropriate. The details of In-Kind contributions are documented in the attached RSA.

C. RSA Fiscal Agent
The RSA Fiscal Agent will be designated at the time the WIOA partners establish the RSA as set forth above.

D. Workforce Center Shared Space
The leases or agreements for Workforce Center space(s) will be attached as Exhibit 3 at the time that the RSA is attached as Exhibit 2. Exhibit 3 will demonstrate the negotiation of shared infrastructure costs. Exhibit 3 will be made a part of this MOU once it is attached.

VIII. Dispute Resolution Process

In the event that an impasse should arise between the Parties regarding terms and conditions, performance, or administration of this MOU, Parties agree to first attempt to resolve any conflicts among themselves. Should there be no resolution, the Parties agree to abide by the process identified within the Policy.
IX. Applicable Law

This MOU will be construed, interpreted, and enforced according to the laws of the State of Maryland. Parties shall comply with all applicable Federal and State laws and regulations, and local laws to the extent that they are not in conflict with State or Federal requirements.

X. Confidentiality

A. All Parties expressly agree to abide by all applicable federal, State, and local laws and regulations regarding confidential information, including but not limited to 20 CFR Part 603; 45 CFR Section 205.50; Md. Code Ann., Gen’l Provisions §§ 4-307, 4-401 and 4-402; Md. Code, Lab. & Empl. § 8-625; COMAR 09.01.01, 09.33.01; 42 U.S.C. §503, 20 U.S.C. §1232 (g); 34 CFR § 361.38; and 13A 11.06.01, as amended if amended. In addition, in carrying out their respective responsibilities, each Party shall respect and abide by the confidentiality policies and legal requirements of all of the other Parties.

B. Each Party will ensure that the collection and use of any information, systems, or records that contain personally identifiable information will be limited to purposes that support the programs and activities described in this MOU.

C. Each Party will ensure that access to software systems and files under its control that contain personally identifiable information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein. Each Party expressly agrees to take measures to ensure that no personally identifiable information is accessible by unauthorized individuals.

D. To the extent confidential, private, or otherwise protected information needs to be shared amongst the Parties for the Parties’ performance of their obligations under this MOU, and to the extent such sharing is permitted by applicable law, the appropriate data sharing agreements will be created and required confidentiality and ethical certifications will be signed by authorized individuals. With respect to confidential unemployment insurance information, any such data sharing must comply with all of the requirements in 20 C.F.R. Part 603, including but not limited to requirements for payments of costs and permissible disclosures.

XI. Modification

The Parties agree to abide by the process for modification, as specified in the Policy. Modifications to this MOU must be in writing and signed by each Party.

XII. Termination

This MOU will remain in effect until the end date specified in Section I, unless:

(1) All Parties mutually agree to terminate this MOU prior to the end date.
(2) Federal oversight agencies charged with the administration of WIOA fails to appropriate funds or if funds are not otherwise made available for continued performance, for any fiscal period of this MOU succeeding the first fiscal period. Any Party unable to perform pursuant to MOU due to lack of funding shall notify the other Parties as soon as the Party has knowledge that funds may be unavailable for the continuation of this MOU.
(3) WIOA is repealed or superseded by subsequent federal law.
(4) Local area designation is changed under WIOA.
(5) A Party breaches any provision of this MOU and such breach is not cured within thirty (30) days after receiving written notice from the Chair of the Local Board specifying
such breach in reasonable detail. In such event, the non-breaching Party(s) shall have the right to terminate this MOU by giving written notice thereof to the Party in breach, upon which termination will go into effect immediately.

In the event of termination, the Parties to the MOU must convene within thirty (30) days after the breach of the MOU to discuss the formation of the successor MOU. At that time, allocated costs must be addressed.

Any Party may request to terminate its inclusion in this MOU by following the modification process identified in Section XI and as outlined in the Policy.

XIII. Non-Assignment

Except as otherwise indicated herein, no Party may, during the term of this MOU or any renewals or extensions of this MOU, assign or subcontract all or any part of the MOU without prior written consent of the other Parties.

XIV. Severability

If any part of this MOU is found to be null and void or is otherwise stricken, the rest of this MOU shall remain in force.

XV. Fair Practices Certification

The Parties certify that they prohibit, and covenant that they will continue to prohibit discrimination and certify that no person, otherwise qualified, is denied employment, services, or other benefits on the basis of: (i) political or religious opinion or affiliation, marital status, sexual orientation, gender identification, race, color, creed, or national origin; (ii) sex or age, except when age or sex constitutes a bona fide occupational qualification; or (iii) the physical or mental disability of a qualified individual with a disability.

XVI. Assurances of Non-Discrimination and Equal Opportunity in Agreements Funded by the U.S. Department of Labor

The Parties specifically agree that they will comply fully with the non-discrimination and equal opportunity provisions of the Workforce Innovation and Opportunity Act; the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq); the Nontraditional Employment for Women Act of 1991; title VI of the Civil Rights of 1964 as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1967, as amended; title IX of the Education Amendments of 1972, as amended; and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR part 37 and 38.

XVII. Drug and Alcohol Free Workplace

The Parties certify they will comply with the State’s policy concerning drug and alcohol free workplaces, as set forth in COMAR 01.01.1989.18 and 21.11.08, and with the Drug-Free Workplace Act of 1988, 41 U.S.C. 702 et seq., and 2 CFR 182 which require that all organizations receiving grants from any Federal agency maintain a drug-free workplace. The recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for suspension or debarment under 29 CFR 98, Subpart F.I.
XVIII. Certification Regarding Lobbying
All Parties shall comply with the Byrd Anti-Lobbying Amendment (31 U.S.C. Section 1352) and 29 C.F.R. Part 93. The Parties shall not lobby federal entities using federal funds and will disclose lobbying activities as required by law.

XIX. Debarment and Suspension
All Parties shall comply with the debarment and suspension requirements (E.0.12549 and 12689) and 29 C.F.R. Part 98.

XX. Priority of Service
All Parties certify that they will adhere to all statutes, regulations, polices and plans regarding priority of service, including, but not limited to, priority of service for veterans and their eligible spouses, and priority of service for the WIOA Title I adult program.

XXI. Buy American Provision
Each Party that receives funds made available under Title I or II of WIOA or under the Wagner-Peyser Act (29 U.S.C. Section 49, et. seq.) certifies that it will comply with Sections 8301 through 8303 of Title 41 of the United States Code (commonly known as the “Buy American Act.”) and as referenced in WIOA Section 502.

XXII. Human Trafficking
Each Party certifies that it complies with Executive Order 13333 that requires termination without penalty of the MOU if a sub-grantee, contractor or subcontractor engages in human trafficking.

XXIII. Salary Compensation and Bonus Limitations
Each Party certifies that it complies with Training and Employment Guidance Letter (TEGL) 05-06,19-14, and 17-15 and Public Law 114-113, Division H, Title I, Section 105 restricting the use of federal grant funds for compensation and bonuses of an individual, whether charged to either direct or indirect, at a rate in excess of Executive Level II.

XXIV. Indemnification and Liability
To the extent permitted by Maryland law and the extent of available appropriations, each party shall be responsible for the conduct of its employees, agents, volunteers, and assigns. Notwithstanding anything to the contrary, nothing herein is to be deemed a waiver of any governmental immunity to which any party may be entitled under Maryland law, or otherwise. No party to this agreement shall assume any obligation to indemnify, hold harmless, or pay attorney’s fees that may arise from or in any way be associated with the any other parties’ performance or operation of this MOU.
XXV. Signatures

The Parties identified below have executed this Memorandum of Understanding on or before the date set forth herein. By signing this document, each individual signing this MOU on behalf of a given Partner thereby certifies that he/she has the legal authority to bind said Partner to the terms of this MOU. This MOU is executed in counterparts, each being considered an original.

Harford County Government
Barry Glassman
County Executive

Cecil County Government
Alan McCarthy
County Executive

Maryland Depart. of Labor, Licensing and Regulation
James Rzepkowski
Acting Secretary

Susquehanna Workforce Network, Inc.
Bruce England
Executive Director

Maryland State Depart. of Education’s Division of Rehabilitation Services
Scott Dennis
Assistant State Superintendent

Cecil County Department of Social Services
Shalini Arora
Director

Harford County Department of Social Services
Jerome Reyerson
Director

Cecil College
Mary Bolt, Ph.D.
President

Harford Community College
Dianna Phillips, Ph.D.
President

Cecil County Public Schools
Jeffrey Lawson, Ph.D.
Superintendent

Harford County Public Schools
Sean Bulson, Ph.D.
Superintendent

Cecil County Housing Agency
Earl Grey
Director

Harford County Office of Community and Economic Development
Leonard Parrish
Director

Senior Service of America, Inc.
Gary A. Officer
President and CEO

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Exhibit 2

Exhibit 2 is the Resource Sharing Agreement. The RSA will be fully completed in June 2019 to allow for the most accurate projections of costs; reducing reconciliation potential impacts.
Exhibit 3

Exhibit 3 corresponds with the Resource Sharing Agreement and should include leases, agreements, and floor plans considered to be a shared expense. Any lease entered into by any Party which impacts the expenses of a Workforce Center should be included.
Racial Disparity and Homelessness in Harford County
July 2018

Harford County has an estimated population of 249,776 persons. The races represented are White (80%), Black (14%), Asian (3%) and Other Races (3%). Four percent (4%) of the population is of Hispanic or Latino ethnicity. Other races includes: American Indian/Alaskan Native, Native Hawaiian/Other Pacific Islander and those identified as 2 or more races.

<table>
<thead>
<tr>
<th>Race/Ethnicity</th>
<th>% of Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>80%</td>
</tr>
<tr>
<td>Black</td>
<td>14%</td>
</tr>
<tr>
<td>Hispanic</td>
<td>4%</td>
</tr>
<tr>
<td>Asian</td>
<td>3%</td>
</tr>
<tr>
<td>Other Races</td>
<td>3%</td>
</tr>
</tbody>
</table>

Source: U.S. Census Bureau, 2010 Census; U.S. Census Bureau, 2012-2016 American Community Survey 5-year estimates

There are approximately 92,497 households in Harford County and 40% of these households are considered low income. Most significantly, nearly 50% of Female Headed Households are living at or below the poverty level. There is a large number of low and extremely low income minority households that are cost burdened (paying more than 30% of income towards housing) or severely cost burdened (paying more than 50% of income towards housing). Twenty percent of Black households are severely cost burdened compared to only 12% of white households. Overall, approximately 30% of all Harford County households indicate a need for affordable housing assistance programs.

There are 37,143 low income households in Harford County and 32% of all low income households in Harford County report having severe housing problems; 1 or more of 4 Housing problems:

1. Lacks complete kitchen facilities
2. Lacks complete plumbing facilities
3. More than 1.5 person per room
4. Housing cost burden >50% of income
Upon further examination of the data, 43% of all low income Asian households have a severe housing problem, compared to 32% overall. Asian households have a disproportionately greater severe housing need. In addition, low income Black and Hispanic households have a disproportionately greater severe housing need.

<table>
<thead>
<tr>
<th>Race/Ethnicity</th>
<th>% of those with severe housing problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>30%</td>
</tr>
<tr>
<td>Black</td>
<td>39%</td>
</tr>
<tr>
<td>Asian</td>
<td>43%</td>
</tr>
<tr>
<td>Hispanic</td>
<td>32%</td>
</tr>
</tbody>
</table>

Source: 2017-2019 Harford County Consolidated Plan
Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-year estimates

Given the disproportionate number of Black, Asian and Hispanic households having a severe housing problem, it is no surprise that the population being served in emergency shelter and transitional housing is 47% black, 7% Hispanic and 5% Other Races.

<table>
<thead>
<tr>
<th>Race/Ethnicity</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>48%</td>
</tr>
<tr>
<td>Black</td>
<td>47%</td>
</tr>
<tr>
<td>Hispanic</td>
<td>7%</td>
</tr>
<tr>
<td>Other Races</td>
<td>5%</td>
</tr>
<tr>
<td>Asian</td>
<td>0%</td>
</tr>
</tbody>
</table>

Source: Annual Housing Assessment Report 10/1/16-9/30/17

Furthermore, 82% of households with children in ES and TH were female headed households. Given that 50% of female headed households in the general population are living at or below the poverty level, a higher number of families being served in emergency shelter and transitional shelter who are female headed households (92%) is in line with the data. It should be noted that 51% of those female headed households were Black and 4% were Hispanic. In general Black households with children (53%) are experiencing homelessness more than white households with children (47%). Hispanic households with children make up 8% of households with children...
experiencing homelessness. There were no Asian or Other Race headed households with children.

Interestingly, while Asian households have a disproportionately greater severe housing need, they are not ending up in the shelter system. The same holds true for Hispanic households with and without children.

Looking at singles who are experiencing homelessness, 63% are white, 32% are black, 7% are of Other Races and 3% are Hispanic. This is opposite of what the data reflects when it comes to households with children who are experiencing homelessness.

2017 Race/Ethnicity of total number experiencing homelessness by project type

<table>
<thead>
<tr>
<th>Race/Ethnicity</th>
<th>Individuals in ES</th>
<th>Individuals in TH</th>
<th>Families in ES</th>
<th>Families in TH</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>63%</td>
<td>67%</td>
<td>27%</td>
<td>33%</td>
</tr>
<tr>
<td>Black</td>
<td>32%</td>
<td>33%</td>
<td>66%</td>
<td>64%</td>
</tr>
<tr>
<td>Other Races</td>
<td>5%</td>
<td>0</td>
<td>6%</td>
<td>4%</td>
</tr>
<tr>
<td>Hispanic</td>
<td>3%</td>
<td>3%</td>
<td>5%</td>
<td>17%</td>
</tr>
<tr>
<td>Asian</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
</tr>
</tbody>
</table>

Source: Annual Housing Assessment Report 10/1/16-9/30/17

It is clear from the data that a disproportionate amount of blacks in households with children are experiencing homelessness as compared to whites in households with children. This is especially evident in the number of female headed households experiencing homelessness who are black.