

2021 ANNUAL ACTION PLAN

HOME-ARP ALLOCATION PLAN

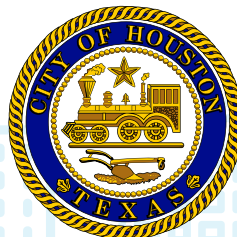
CITY OF HOUSTON

SYLVESTER TURNER, MAYOR

HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT

KEITH W. BYNAM, DIRECTOR

July 1, 2021-June 30, 2022



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JULY 2022



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Introduction

In September 2021, the U.S. Department of Housing and Urban Development (HUD) announced the allocation to the City of Houston (City) of over \$37 million in a new grant called the Home Investment Partnerships Grant American Rescue Plan (HOME-ARP). The purpose of the HOME-ARP funds is to provide homelessness assistance and supportive services through several eligible activities. Eligible activities include acquisition and development of non-congregate shelter, tenant based rental assistance, supportive services, HOME-ARP rental housing, administration and planning, and nonprofit operating and capacity building assistance. A certain portion of HOME-ARP funds must assist people in HOME-ARP "qualifying populations", which include

- Sheltered and unsheltered homeless populations
- Those currently housed populations at risk of homelessness
- Those fleeing or attempting to flee domestic violence or human trafficking
- Other families requiring services or housing assistance or to prevent homelessness
- Those at greatest risk of housing instability or in unstable housing situations

To receive funding, the City must develop and submit to HUD a HOME-ARP Allocation Plan, which describes the distribution of HOME-ARP funds and identifies any preferences for eligible activities. The development of the HOME-ARP Allocation Plan must also be informed through stakeholder consultation and community engagement. The following is the City of Houston's HOME-ARP Allocation Plan.

Consultation

Summarize the consultation process.

The City partners with public and private entities, and these stakeholders were consulted during the development of the HOME-ARP Allocation Plan. These consultants have relevant knowledge that can speak to the needs, gaps in services, and potential activities that would best benefit qualified populations. Stakeholders consulted included those who work with families or individuals experiencing or at-risk of homelessness, fleeing domestic violence, and other vulnerable qualifying populations.

In the development of the allocation plan, HCDD consulted with stakeholders and asked for their input concerning the HOME-ARP grant, eligible activities, and the proposed budget. Consultants articulated their gap in services and/housing needs by providing written and verbal input. HCDD synthesized the consultants' feedback, and the following table and narrative summarizes the feedback received. HCDD also deployed a HOME-ARP Consultation Survey for community partners to give their input on how to utilize HOME-ARP funds and on the needs and challenges that arise when working to address homelessness and housing instability. HCDD will continue to meet with stakeholders throughout the implementation of the HOME-ARP activities to assess the ongoing needs of stakeholders' clients. HCDD will also strive to collaborate with stakeholders to develop and effectuate strategies that will help end chronic homelessness.



List the organizations consulted, and summarize the feedback received from these entities.

Table 1 Agencies/Organizations Consulted

Agency/Organizations Consulted	Type of Agency/Organizations	Method of Consultation	Feedback
Coalition for the Homeless of Houston/Harris County	CoC serving the Houston area Public agency that addresses the needs of qualifying populations	Virtual Meeting Consultation Survey	<p>HCDD consulted regarding the "Needs Assessment and Gap Analysis" section of this Plan.</p> <p>The Coalition also manages the HMIS system subrecipients report accomplishments related to homelessness. Data from HMIS is used to evaluate program performance.</p> <p>The Coalition is the lead agency to the Way Home Continuum of Care (CoC), and the CoC was consulted about potential HOME-ARP activities, fund distribution, and collaborations. The Coalition supported need for the funds to address public services and permanent supportive housing.</p> <p>The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.</p>
City of Houston – Mayor's Office of Homeless Initiatives	Public agency that addresses the needs of qualifying populations	Virtual Meeting	<p>HCDD consulted with the Mayor's Office of Homeless Initiatives to determine priorities for addressing needs of persons experiencing homelessness. The feedback received supported funds to be used for non-congregate shelter and supportive services.</p>
Covenant House	Homeless service provider	Homeless Strategy Report Virtual Meeting	<p>Covenant House provides housing and supportive services to HOME-ARP qualifying populations, including homeless, trafficked, and at-risk youth. Needs described included non-congregate shelter.</p>



Agency/Organizations Consulted	Type of Agency/Organizations	Method of Consultation	Feedback
Houston Housing Authority (HHA)	Public housing agency Homeless service provider Organization that addresses civil rights and fair housing	Virtual Meeting	HHA serves on the CoC Board of Directors. HCDD and HHA will continue to meet regularly to discuss current projects and plan for potential future projects and initiatives to address homeless needs. Tenant based rental assistance continues to be a need for HHA applicants.
Way Home Funders	Public agency that addresses the needs of qualifying population	Email and Annual Report	To address homeless needs identified in the HOME-ARP Allocation Plan, HCDD has consulted with Funders Together, a public/private funding group that has participated in homeless planning efforts and has agreed to strategically invest resources to leverage public investment and help meet the CoC's goals.
Houston Area Women's Center	Domestic violence service provider Homeless service provider	Email and Annual Report Virtual Meeting	HAWC serves HOME-ARP qualifying populations including women, children, and families escaping domestic violence, sexual assault, or human trafficking. Needs include non-congregate shelter to help stabilize families.
Various Housing Advocates	Regional organization	Virtual HCDD Housing Advocates Collective Meetings	Housing Advocates stated more assistance should be given to veterans experiencing homelessness, and more partnerships should be established to provide program information to community and grassroots organizations.
Community Organizations	Services-homeless Regional organization Planning organization	Consultation Survey	Summary is included in the Consultation Survey section below.
A Caring Safe Place, Inc.	Homeless service provider Organization that addresses the needs of persons with disabilities Public organization that addresses the needs of qualifying populations	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.



Agency/Organizations Consulted	Type of Agency/ Organizations	Method of Consultation	Feedback
Access Care of Coastal Texas	Homeless service provider Organization that addresses the needs of persons with disabilities	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.
AIDS Foundation Houston	Homeless service provider Organization that addresses the needs of persons with disabilities	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.
Alliance for Multicultural Community Services	Organization that addresses the needs of qualifying populations Private organization that addresses Civil rights and Fair housing	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.
Child Care Council of Greater Houston	Private organizations that provides services LMI households	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.
Buckner Children and Family Services	Homeless service provider	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.
Fort Bend Women's Center	Homeless service provider Domestic violence service provider	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.
The Housing Corporation	Homeless service provider Organization that addresses the needs of persons with disabilities	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.
Harris County Domestic Violence Coordinating Council	Domestic violence service provider Public service agency that addresses the needs of qualifying populations	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.



Agency/Organizations Consulted	Type of Agency/Organizations	Method of Consultation	Feedback
Harris County Community Services Department	Public agency that addresses the needs of qualifying populations Organization that addresses civil rights and fair housing	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.
The Montrose Center	Homeless service provider Domestic violence service provider Organization that addresses the needs of persons with disabilities	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.
Northwest Assistance Ministries	Homeless service provider Domestic violence service provider	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.
SER Jobs for Progress of the Texas Gulf Coast, Inc.	Service provider to veterans	Consultation Survey	The majority of survey respondents thought that rental assistance was the highest priority for HOME-ARP funds. A summary of the Consultation Survey is included in the section below.

See the Appendix for more organizations and agencies that were consulted during the HOME-ARP planning process but did not provide feedback.

Consultation Survey

During the consultation process, HCDD sent a HOME-ARP Consultation Survey to 45 agencies and community partners, including organizations that serve qualifying populations like those that address homelessness, domestic violence, veterans' issues, fair housing and civil rights, and the needs of persons with disabilities. Those that responded to the survey serve more than 28,000 individuals and over 12,000 families who fall within the HOME-ARP qualified populations, including sheltered individuals and families or individuals fleeing family or sexual violence. Respondents included staff from the following organizations:

- A Caring Safe Place, Inc.
- Access Care of Coastal Texas
- AIDS Foundation Houston
- The Alliance
- Child Care Council of Greater Houston
- City of Houston
- Coalition for the Homeless
- Buckner Children and Family Services
- Fort Bend Women's Center

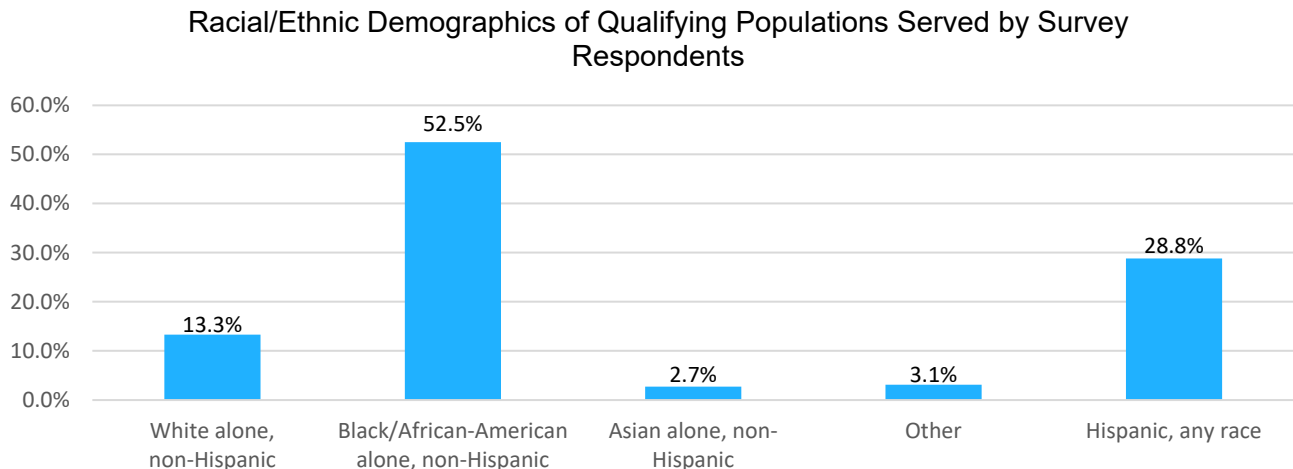


- The Housing Corporation
- Harris County Domestic Violence Coordinating Council
- Harris County Community Services Department
- The Montrose Center
- Northwest Assistance Ministries
- SER Jobs for Progress of the Texas Gulf Coast, Inc.

Almost 80% of the households served by the survey respondents are households seeking asylum from domestic/dating violence or sexual assault. About 61% of the population that respondents served were sheltered households experiencing homelessness and/or families at risk of homelessness.

The survey asked respondents to report the level of service provided to varying racial/ethnic groups. Survey responses showed that on average African Americans (52.5%) accounted for the largest racial/ethnic category of HOME-ARP qualifying populations receiving assistance provided by survey respondents. The next largest racial/ethnic category served by survey respondents was Hispanic residents, which encompassed about 28.8% of the qualified populations served by survey respondents.

Figure 1 Consultation Survey: Racial/Ethnic Demographics of Qualified Populations Served by Survey Respondents



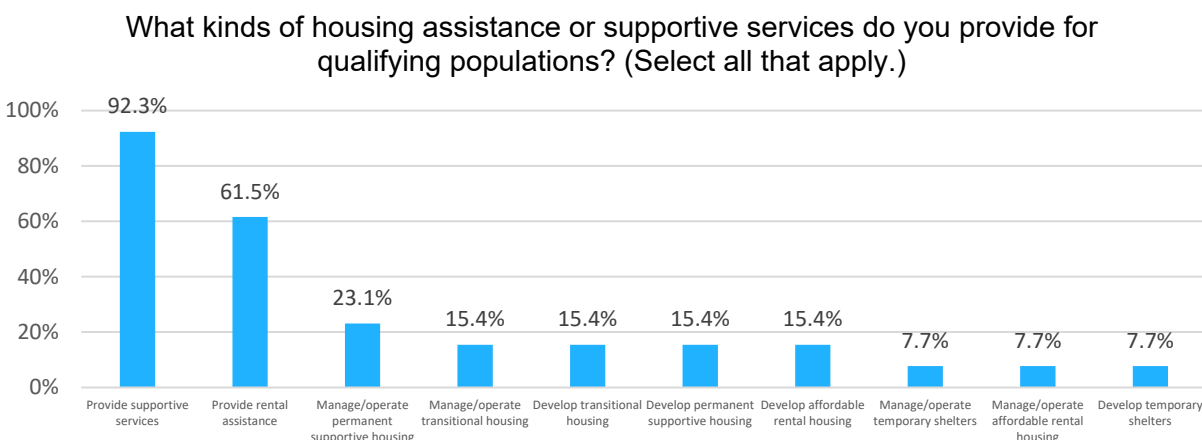
Survey respondents expressed the need for supportive services for qualifying populations like case management, job placement, legal assistance, parenting classes, transportation, childcare substance abuse services, and mental health, amongst many other services. Daily essentials like food and clothing are also among the priority needs for their served populations. Service providers also specified housing-related priority needs like permanent supportive housing, housing placement, appropriate housing units based on family size, rental assistance, and other housing subsidies. Some respondents expressed the need for more funding to cover operating costs to manage housing programs more effectively.

Some survey respondents also reported that there are varying needs amongst racial ethnic groups. For example, employment and healthcare resources for immigrants, irrespective of documentation, are severely limited. Needs may also vary between documented and undocumented individuals; however, language assistance is a critical need, especially because of Houston's proximity to the Texas/Mexico border and because Houston is an international hub,

where a significant number of Hispanics and other immigrants need services and materials provided in languages other than English.

Many of survey respondents meet these needs of Houstonians by providing supportive services and rental assistance. Almost all provide supportive services, and over half, 61.5% said that they provide rental assistance. Only 23% of the respondents said that they manage or operate permanent supportive housing, while between 7-15% of respondents provide other services or housing assistance related temporary supportive housing or affordable rental housing. The demand for these services shows that there is a great need in Houston.

Figure 2 Consultation Survey: Kinds of Housing Assistance or Supportive Services



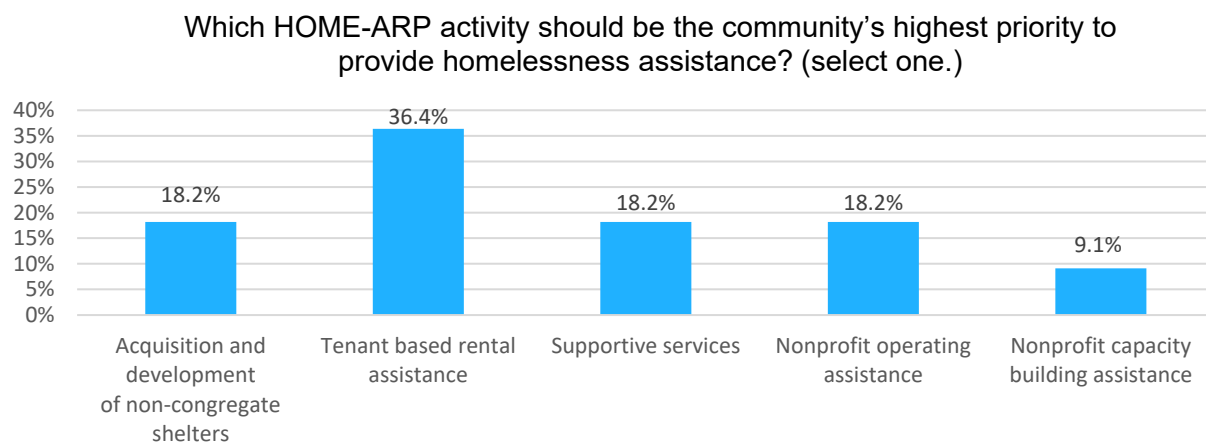
Despite the number of households served, respondents indicated there are gaps in services and assistance. Some respondents reported that households may have trouble being placed in housing because there is an “overwhelming shortage of housing units and a lack of short-term emergency housing, especially for persons with a criminal history.” Not only is there a lack of affordable housing and rental assistance, but it is also difficult for seniors to find homes because of the cost, available stock, and assistance.

Fair housing barriers may also contribute to gaps in services. The majority of survey respondents, 61.5%, reported that there are fair housing barriers that qualifying populations experience. Such barriers include accessible housing for individuals with multiple disabilities and cognitive disabilities, and many households, irrespective of disabilities, need help navigating complex systems and filling out paperwork. Some households also experience housing discrimination because of their sexual orientation or racial/ethnic group. Those who are don’t speak English or have limited English proficiency also encounter difficulties because of their need for language assistance. Other respondents also expressed concerns regarding the difficulties that individuals face when fleeing domestic violence like demonstrating income or rental denials. These barriers related to fair housing are likely to be associated with gaps in services.

Survey respondents agreed that the highest priority for HOME-ARP funding should be tenant-based rental assistance, as represented in Figure 3. The second highest priority was tied with acquiring and developing of non-congregate shelters, providing supportive services, and providing assistance to non-profit operating costs. Although the proposed HOME-ARP funding does not meet the need in Houston, survey respondents generally agreed that funding the

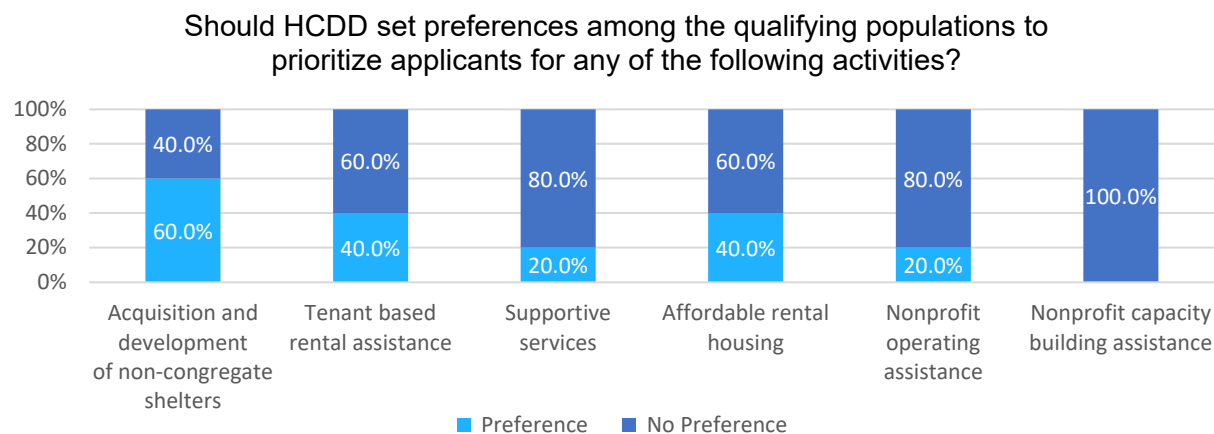
acquisition or development of non-congregate shelters should be a high priority. Not only are more non-congregate shelters needed in Houston, but other cities in the region would also benefit from this kind of housing. Generally, respondents agreed with the proposed activities and distribution of HOME-ARP funds, although a few respondents indicated more funding should be allocated for rental assistance.

Figure 3 Consultation Survey: HOME-ARP Activity Priorities



When asked if HCDD should set preferences among the qualifying populations to prioritize applicants for any of the following activities, the majority of respondents did not indicate preferences for activities (see Figure 4). For those that did indicate preferences, only acquisition and development of non-congregate shelters had the majority of survey responses indicate that it should include preferences, and the preferences for qualified populations should be given to households fleeing domestic/dating violence or sexual assault. Conversely, all respondents (100%) seemed to agree that HCDD should not give preferences when funding assistance for nonprofit capacity building, and most survey respondents reported that no preference should be given to specific qualified populations for other activities like TBRA, supportive services, affordable rental housing and nonprofit operating assistance. However, one respondent noted that high priority should be given to domestic violence agencies providing housing services when providing non-profits with assistance for operating costs.

Figure 4 Consultation Survey: HOME-ARP Activity Preferences



Public Participation

Describe the public participation process, including information about and the dates of the public comment period and public hearing(s) held during the development of the plan:

Public participation is a vital element in assessing the needs of and a gathering input from Houstonians. HCDD seeks to exceed the statutory requirements of holding one public hearing by hosting two public hearings in preparation for the HOME-ARP Allocation plan.

HCDD held two public hearings that discussed the development of the HOME-ARP Allocation Plan, which incorporated information and discussion of community needs and eligible activities related to HOME-ARP, along with the chance to provide public comment on the proposed budget and activities. These hearings were held on November 4 and 10, 2021.

During the public hearings, HCDD presented eligible HOME-ARP activities and the City's proposed HOME-ARP budget. At the meetings, HCDD also had breakout groups in which each attendee had the opportunity to discuss the HOME-ARP budget and activities with HCDD staff and give their input on how HCDD should plan activities using to HOME-ARP funding.

The public notice describing the budget and activities and how to review the HOME-ARP Allocation Plan was published in the *Houston Chronicle* on November 4, 2021 in English and in the *La Voz* on November 10, 2021 in Spanish. The public comment period on the Draft HOME-ARP Allocation Plan coincided with the public hearings and began November 4, 2021 and ended on November 19, 2021.

Describe any efforts to broaden public participation:

HCDD has employed a comprehensive strategy to broaden public participation in the development of the HOME-ARP Allocation Plan. HCDD aspires to reach many residents and stakeholders from varying backgrounds, including persons of color, limited English and non-English speakers, persons with disabilities, and special needs populations. To increase public participation, HCDD created several methods for residents to participate in development of the HOME-ARP Allocation Plan. HCDD's efforts are summarized below.

- HCDD conducted two virtual public hearings to gather residents' input from all areas of the city. The hearings were held on Microsoft Teams and broadcasted on HTV, HTV Facebook Live, and HCDD's Facebook Live.
- The two public hearings were held at staggered times (afternoon and evening) to broaden resident reach.
- HCDD provided a Spanish interpreter for Spanish speakers with limited English proficiency and provided real-time captioning for persons who are deaf or have a hearing loss during the public hearings.
- Flyers for the public hearings were posted at community centers and on local news station community calendars.
- HCDD's Electronic Newsletters with information about the public hearings were sent to over 27,000 city residents and stakeholders on October 20 and November 1, 2021.
- The hearings and the Draft Allocation Plan comment period were advertised in the *Houston Chronicle*, *La Voz* in Spanish (Spanish newspaper), and *Viet Moi* in Vietnamese (Vietnamese newspaper).



- Residents were also able to download the draft. Residents could comment through email, voicemail, and postal mail or simply complete an online comment form.
- HCDD staff attended stakeholder and community meetings to inform residents of the HOME-ARP grant and public hearings, which included several Super Neighborhood meetings and Super Neighborhood committee meetings, HCDD's Housing Advocates Collective Meeting, and Coffee and Conversations with the Department of Neighborhoods.

Summarize the comments and recommendations received through the public participation process:

A full summary of comments and recommendations received during the public comment period and the public hearings are in the Appendix of the 2021 Annual Action Plan. The main topics of comments received during the public hearings encouraged program transparency, encouraged funding for economic development in certain areas to increase access to amenities and create jobs with good pay, and highlighted community needs, including providing health and social service information in languages other than English and Spanish, providing additional health and mental health services, providing social services in areas outside of central Houston, and addressing safety and gentrification concerns in certain neighborhoods.

Summarize any comments or recommendations not accepted and state the reasons why:

All comments were accepted.



Needs Assessment and Gaps Analysis

To assess the unmet needs of HOME-ARP qualifying populations, HCDD evaluated the size and demographic composition of those populations. HCDD has also identified gaps within its current shelter and housing inventory, as well as the service delivery system. In the needs assessment and gaps analysis, HCDD used current data, including Comprehensive Housing Affordability Data (CHAS), 2021 Point in Time Count (PIT Count), 2020 CoC Housing Inventory Count (HIC), or other data available data sources.

While the amount of people estimated to be experiencing homelessness may be underrepresented due to COVID-19, the following information includes the basis for the needs assessment and gap analysis for HOME-ARP qualified populations based on the latest available data.

Table 2 Homeless Needs Inventory and Gap Analysis Table

Homeless													
	Current Inventory					Homeless Population				Gap Analysis			
	Family		Adults Only		Vets	Family	Adult	Vets	Victims of DV	Family		Adults Only	
	# of Beds	# of Units	# of Beds	# of Units	# of Beds					# of Beds	# of Units	# of Beds	# of Units
Emergency Shelter	924	253	1,014	1,014	30								
Transitional Housing	176	54	617	617	63								
Permanent Supportive Housing	2,223	703	3,834	3,834	1,357								
Other Permanent Housing	1,077	350	704	704	206								
Sheltered Homeless						604	928	101	301				
Unsheltered Homeless						0	1,510	73	36				
Current Gap										992	315	2,750	2,750

Data Sources: 2021 Point in Time Count (PIT); 2020 Continuum of Care Housing Inventory Count (HIC); Consultation

Note: A "Family" household is a household with at least 1 child, and an "Adult" household includes a household without children. The average household size is 3.15.

Table 3 Non-Homeless Needs Inventory and Gap Analysis Table

Non-Homeless			
	Current Inventory	Level of Need	Gap Analysis
	# of Units	# of Households	# of Households
Total Rental Units	531,110		
Rental Units Affordable to HH at 30% AMI (At-Risk of Homelessness)	106,535		
Rental Units Affordable to HH at 50% AMI (Other Populations)	84,500		
0%-30% AMI Renter HH w/ 1 or more severe housing problems (At-Risk of Homelessness)		80,050	
30%-50% AMI Renter HH w/ 1 or more severe housing problems (Other Populations)		39,160	
Current Gaps			121,780

Data Sources: 2014-2018 Comprehensive Housing Affordability Strategy (CHAS)

Table 4 Current Gaps for Single Adults & Youth

Program Component	Current System for Individuals (Units)	Estimated Optimal System for Individuals (Units)	Estimated Current Gap
Emergency Shelter	1,050	1,570	520
Diversion/Prevention	0	875	875
Transitional Housing	658	625	-
Rapid Rehousing	650	1,500	850
Bridge to Permanent Supportive Housing	25	750	725
Permanent Supportive Housing	3,125	5,025	1,900

Data Sources: 2020 The Way Home Community Plan; 2021 Point in Time Count (PIT); 2020 Continuum of Care Housing Inventory Count

Table 5 Current Gaps for Families

Program Component	Current System for Individuals (Units)	Estimated Optimal System for Individuals (Units)	Estimated Current Gap
Prevention	0	50	50
Emergency Shelter	400	160	-
Diversion/Prevention	0	80	80
Transitional Housing	120	100	-
Rapid Rehousing	170	485	315
Bridge to Permanent Supportive Housing	0	50	50
Permanent Supportive Housing	415	290	-

Data Sources: 2020 The Way Home Community Plan; 2021 Point in Time Count (PIT); 2020 Continuum of Care Housing Inventory Count

Describe the size and demographic composition of qualifying populations within the PJ's boundaries:

HUD requires HOME-ARP funds be used to primarily benefit individuals and families in specified HOME-ARP "qualifying populations." Qualifying populations include, but are not limited to, the following



- Sheltered and unsheltered homeless populations
- Those currently housed populations at risk of homelessness
- Those fleeing or attempting to flee domestic violence or human trafficking
- Other families requiring services or housing assistance or to prevent homelessness
- Those at greatest risk of housing instability or in unstable housing situations

Homeless Populations

In accordance with HUD's definition of homeless for the HOME-ARP grant under 24 CFR § 91.5, HCDD will consider a homeless family or individual to include:

- An individual or family who lacks a fixed, regular, and nighttime residence as defined in 24 CFR § 91.5
- A person or family who will imminently lose their primary residence within 14 days from the date of application for assistance with no subsequent residence identified and lacks resources or support networks
- Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition but who qualify under 24 CFR § 91.5
- Any individual or family who is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, has no other residence, and lacks the resources and family networks

The Way Home Continuum of Care (CoC) is a collaborative effort to prevent and end homelessness in the Houston region (3,711 sq. miles), including in Houston, Pasadena, Conroe, Harris County, Fort Bend County, and Montgomery County. The Coalition for the Homeless Houston/Harris County (Coalition) serves as the lead agency and HMIS lead agency to The Way Home. The Coalition's 2021 Point-in-Time Homeless Count & Survey (PIT Count) found a total of 3,055 individuals experiencing homelessness on the night of January 19, 2021, 1,532 people staying in shelter (51%) and 1,510 people living unsheltered (49%) in Harris, Fort Bend and Montgomery counties, Texas.

In the homeless population, over four out of five persons experiencing homelessness were over the age of 24. Approximately one out of eight were under the age of 18, and all of those under age 18 were residing in sheltered situations. The population living unsheltered was older with forty-nine out of fifty (97%) 25 years of age or older. The sheltered population experiencing homelessness was younger, due to the inclusion of children in that population. Overall, three out of five persons, in the population experiencing homeless were male, and men made up an even higher percentage of the unsheltered population (81%).

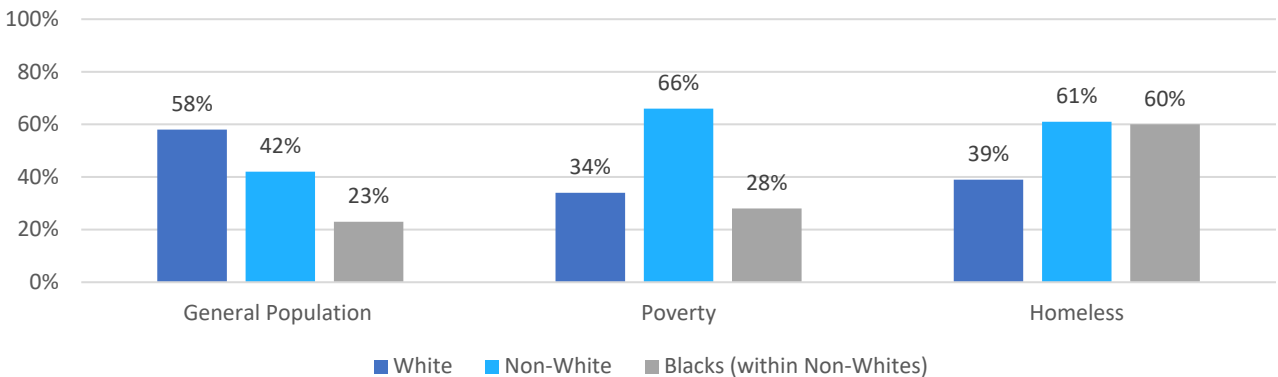
The analysis of subpopulation showed that nearly one out of five people met the HUD definition of chronic homelessness. One out of eleven people self-identified as a veteran, and high rates of serious mental illness (two out of five) and substance use disorder (three out of five) were also reported. A total of 187 young adults (18-24) were among those experiencing homelessness, with 9% reported as chronically homeless. Thirty children were found in parenting youth households, and all of them were in emergency shelter or transitional housing.

The vast majority of those experiencing homelessness were either Black/African American (56%) or White (40%). One in seven individuals experiencing homelessness who were interviewed



considered themselves Hispanic. The findings show a higher percentage of white homeless people were found in the unsheltered population than in the sheltered population.

Figure 5 Racial Equity Analysis in 2020



Data Source: HMIS; U.S. Census Bureau 2019 American Housing Survey; Wellfareinfo.org

People of color are disproportionately overrepresented in the homeless system. The homeless response system and governmental funders play a role in these disturbing levels of inequity, and they have an important role to play in addressing them and must ensure that the homeless response system does not perpetuate injustice. Houston, while working to end homelessness for everyone, must ensure system policies, programmatic practices, and unconscious bias are not preventing or delaying people of color from accessing services, or directing them to services not of their choosing. As the homeless response system transforms, all people, especially people of color, must have equitable access and opportunity.

Figure 6 Homeless Population by Race

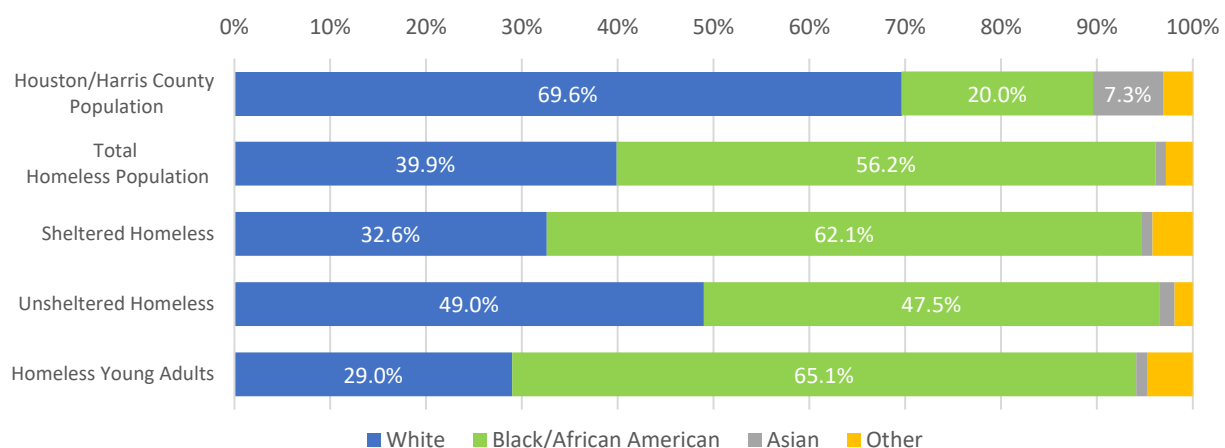
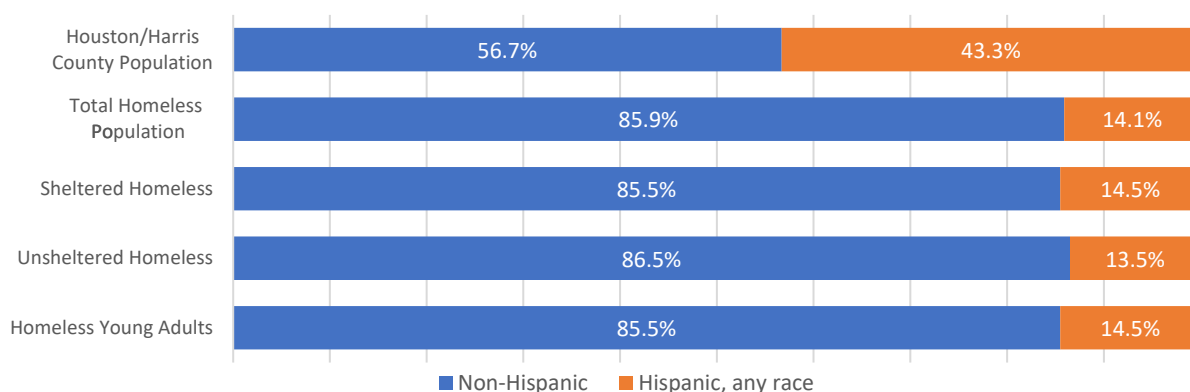


Figure 6 shows that African Americans experience a severely disproportionately higher rate of homelessness compared to other races and ethnicities. The percentage of African Americans that experience homelessness (56.2%) is more than twice that of the area's population (20%). Other races and ethnicities have lower percentages of homeless population compared to

percentages of the total population. For example, white residents make up about 69.6% of total residents living in the Houston/Harris County area; yet they are only 39.6% of the homeless population.

Not only do African Americans have the greatest homeless proportion, but it likewise has the greatest proportion of homeless youths. Of the total amount of homeless youths, African American youths make up about 65.1% of this population. This is more than three times greater than the total population. As shown in both figures 6 and 7, no other racial/ethnic group experiences such disproportionate disparities in homelessness.

Figure 7 Homeless Population by Ethnicity



Individuals and Families at Risk of Homelessness

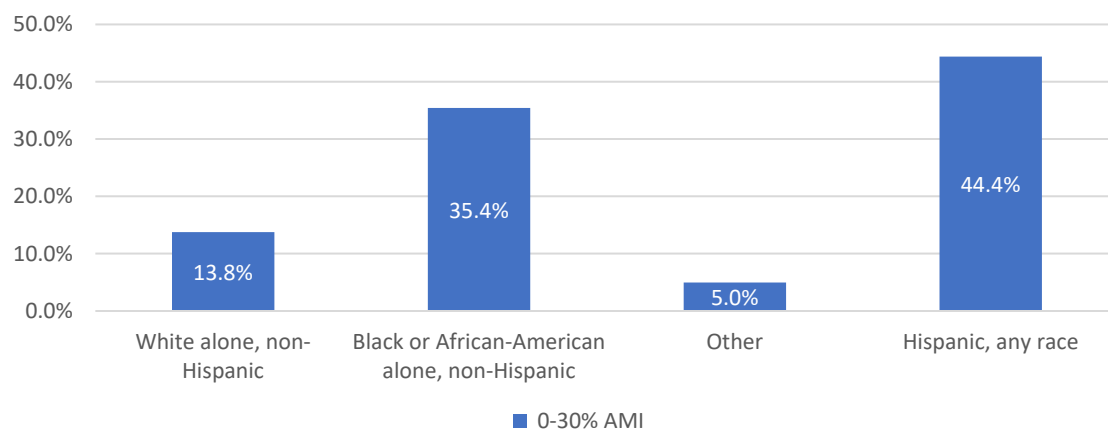
HUD defines those at risk of homelessness as individuals and families who have an income below 30% of the area median income (AMI) and do not have sufficient resources or support networks immediately available to prevent them from moving to into an emergency shelter or another place of homelessness. They must also meet one of the following conditions, as per 24 CFR § 91.5:

- Has moved 2 or more times in the 60 days immediately preceding the application for homeless prevention assistance because of economic hardships
- Is living in the home of another because of economic hardship
- Has been notified in writing that their housing or living situation will be terminated withing 21 days after the date of application for assistance
- Lives in a hotel or motel without receiving assistance through a program for low-income individuals
- Lives in a single-room occupancy (SRO) or efficiency with in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 people per room
- Leaving a publicly funded institution or system of care
- Lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan

Using HUD's 2014-2018 CHAS data, Houston has 136,630 households with incomes at or below 30% AMI, which is 16.1% of all Houston's households. Almost all households, 80.0%, with incomes at or below 30% AMI are renter households. As shown in Table 3 above, there are approximately 80,050 renter households that earn 30% AMI or under and have one or more

severe housing problems, which could include housing cost burden, overcrowding, lack of kitchen facilities, or lack of plumbing facilities. These housing problems can lead to housing instability, especially for low-income households earning below 30% of AMI; therefore, these households are considered to be at risk of becoming homeless.

Figure 8 Renter Households Earning Below 30% AMI with Housing Problems by Race and Ethnicity



Non-Hispanic African Americans account for 35.4% of households earning below 30% AMI, which is the largest racial/ethnic group of households that are at-risk of homelessness. Since this racial group only accounts for 20% of the total Houston/Harris County population (see figure 8), African Americans households at 30% AMI or below are disproportionately at-risk of homelessness. While the disparity is not as significant as African Americans, the proportion of Hispanic households at-risk of homelessness (44.4%) is larger compared to the percentage of Hispanics in the total Houston/Harris County population (43.3%).

Fleeing or attempting to flee domestic violence or human trafficking

For HOME-ARP, this population includes any individual or family who is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking. It includes cases where an individual or family reasonably believes that there is a threat of imminent harm from further violence due to dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return or remain within the same dwelling unit.

Since 2017, Houston has experienced an alarming rise in domestic violence reports. According to the Texas Council on Family Violence Annual Honor Victims report, the Houston-Harris County area has seen a 45% increase in reported domestic violence cases. Of the domestic violence cases in Texas during 2019, about 21% of those incidents occurred in the Houston/Harris County Area, but since COVID-19 in 2020, the number of domestic violence cases increased by 8.2%.¹

According to the Texas Council on Family Violence (TCFV), the conditions of the coronavirus

¹ 2020 Crime in Texas Report (2020) Texas Department of Public Safety)
https://www.dps.texas.gov/sites/default/files/documents/crimereports/20/2020cit.pdf&sa=U&ved=2ahUKEwjW9pSZ1PfzAhX7k2oFHTwqBS84HhAWegQIBhAB&usq=AOvVaw3Vqli1_v5AP84irIPHBua7

pandemic in 2020 increased isolation and economic stressors that compounded the impact of are fair housing barrier abuse, including frequency and severity of violence. They documented the highest number of intimate partner homicides in the last decade and a 23% increase in homicides between 2019 and 2020. This increase is also shown through the crisis response hotline calls from the Houston Area Women's Center which received a marked increase in calls in 2020 at 45,904 calls, compared to 2019 at 39,615 calls and 2018 at 36,471 calls.

The majority of family violence fatalities are women. In 2020, TCFV found that 183 women were killed by male partners, 40 men were killed by female partners, and 5 men and women were killed by a same sex partner. The victims ranged in age from 14 to 90 years old. In addition, according to the Domestic Violence Defense using data from the Texas Department of Public Safety, Harris County had more family violence incidents, at 41,300, than any other county in Texas in 2018. The next highest number of incidents occurred in Dallas County with 22,136 incidents and Bexar County with 15,242 incidents.

In the Houston Area Women's Center (HAWC) 2020 Annual Report, HAWC reported that the organization housed or assisted 4,178 families or individuals fleeing domestic or dating violence, sexual assault, or sex trafficking. Of those families or individuals assisted 4,000 received supportive services such as counseling, court and/or legal services, and case management. HAWC also assisted families and their households which included accompanying 399 survivors to the hospitals, housing 632 survivors, placing 557 survivors in safe harbor hotels, and providing \$1.6 million in direct assistance, yet HAWC was only able to support 30% of families or individuals in need of their services.²

Residents living in housing instability or in unstable housing situations

HOME-ARP qualifying populations also include other populations who have previously qualified as homeless, are currently housed with temporary or emergency assistance, and who need additional housing assistance or supportive services to avoid a return to homelessness. In addition, HUD defines those at greatest risk of housing instability as households that have an annual income less than 30% AMI and are experiencing severe cost burden or have an income less than 50% AMI and meet a certain condition, like living in someone else's home or living in a hotel due to an economic hardship.

Many renters in Houston experience varied housing challenges. Over half (59.6%) of all Houston renters have housing problems or severe housing problems. In CHAS data, HUD defines housing problems as a household that has one or more of the following: lacking a kitchen or plumbing, having more than one person per room, or being housing cost burdened at 30% of more. Of these problems, housing costs negatively impact most renters whose household income is at or below 50% AMI. About three in four (70.1%) renters earning at or below 50% AMI are either cost burdened or severely cost burdened.

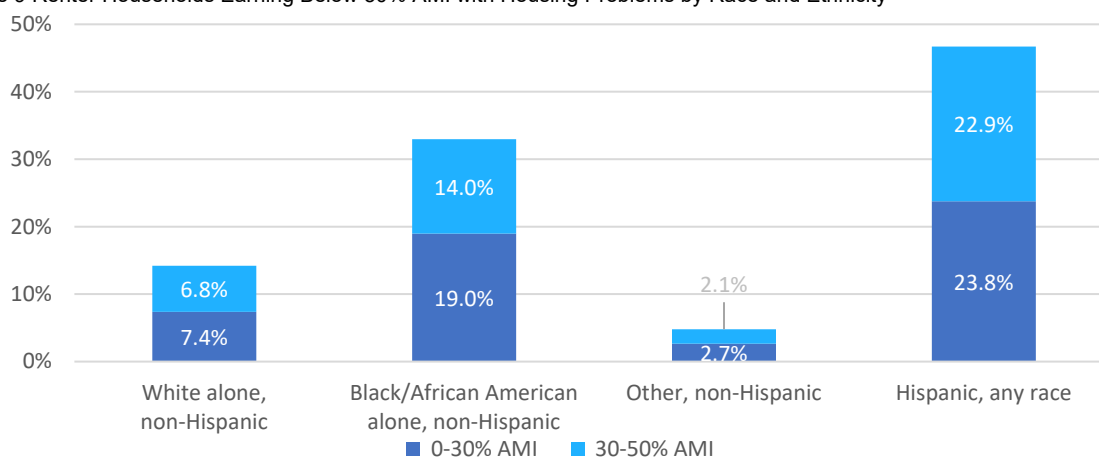
The Houston-Harris County Emergency Rental Assistance Program launched in March 2021. As of October 28, 2021, 131,843 applications for assistance had been submitted to receive rent assistance because they were financial impacted by the COVID-19 pandemic, experienced housing instability, and whose household income was at or below 80% AMI. In addition, the

² HAWC 2020 Annual Report (2020) Houston Area Women's Center.
https://hawcdv.org/sdm_downloads/hawcs-fiscal-year-2020-annual-report/.



Coalition, through the Community COVID Housing Program (CCHP), has housed 873 people experiencing chronic homelessness in permanent supportive housing, provided short term rapid re-housing for 2,674 people who have fallen into homelessness due to COVID-19, and provided diversion services to assist 2,224 people maintain or regain housing over the past year, from October 1, 2020 to October 20, 2021.

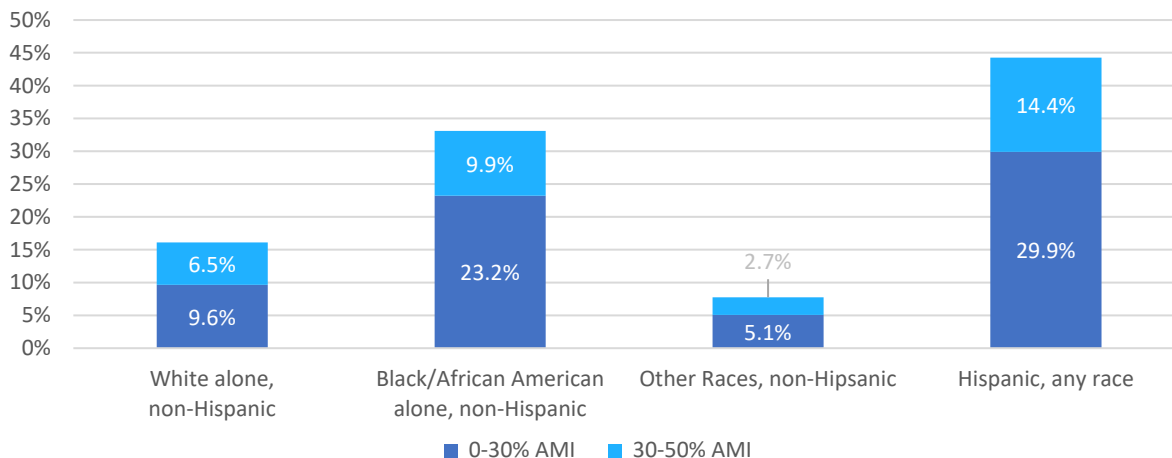
Figure 9 Renter Households Earning Below 50% AMI with Housing Problems by Race and Ethnicity



Housing instability is greater for populations of color, especially for Hispanics, irrespective of race, and non-Hispanic African Americans. When comparing the proportion of residents in the two lowest income categories by race/ethnicity, Hispanics (49.7%) and African Americans (33.0%) have the highest proportion of residents with housing problems, as shown in Figure 9, demonstrating that these two racial/ethnic groups have the greatest propensity to experience housing instability. Both groups also experience housing instability at a disproportionately higher rate than other racial/ethnic groups.

This is the same for one of the severe housing problems, severe cost burden. Figure 10 also shows that Hispanic and African American households make up the greatest proportion of renter households earning below 50% AMI with severe housing cost burden. Of all the Houston renters earning below 50% AMI that are severely cost burdened, Hispanics are 44.3% of that population and African Americans make up 33.1%; together these groups equate to 77.4% of all severely cost burdened renters earning below 50% AMI. This shows that more resources are needed in communities of color to assist with lessening housing cost burdens.

Figure 10 Renter Households Earning Below 50% AMI with Severe Cost Burden by Race and Ethnicity



Many families may need more critical resources to help them achieve and maintain long-term housing stability, especially those who are Hispanic or African American. Rental assistance and wrap around or supportive services are indispensable services that can assist households who are living in housing instability or that have recently received housing assistance due to COVID-19 impacts.

Describe the unmet housing and service needs of qualifying populations, including but not limited to:

- Sheltered and unsheltered homeless populations;
- Those currently housed populations at risk of homelessness;
- Other families requiring services or housing assistance or to prevent homelessness; and,
- Those at greatest risk of housing instability or in unstable housing situations:

Many of the needs of the qualifying populations are similar and include the need for a flexible response system, available housing that is affordable, wrap around services, and supportive services or assistance that could prevent homelessness or greater housing instability. The following reviews the needs of each qualifying population.

Homeless Populations

People experiencing unsheltered homelessness are at great risk of continued harm due to higher rates of morbidity and mortality resulting from pre-existing health conditions, exposure to the elements, lack of access to healthcare, and elevated rates of hospitalizations with longer, more complex hospital stays. Long periods of living without shelter also put individuals at a greater risk of social isolation and the chance of victimization. The process of resolving unsheltered homelessness is much more complicated and takes longer compared to that for people receiving crisis shelter.

A subpopulation of the homeless qualified population is those who are chronically homeless. These are usually individuals who lack a fixed, regular, and adequate nighttime residence for extended periods of time. Chronically homeless individuals live in a place not meant for human habitation or living at an emergency shelter over a year, or on at least 4 separate occasions of homelessness in the last 3 years. These individuals typically need affordable housing assistance with long-term support services that are designed to build independent living and tenancy skills

and connect people with community-based health care, treatment, and employment services.

Another homeless subpopulation is the literally homeless who are individuals or families that lack a fixed, regular, and adequate nighttime residence for shorter time periods. This includes those that live in places not meant for human habitation, those living in supervised facilities, or those who both lived in an institution for 90 days and lived in an emergency shelter or place not meant for human habitation. To best assist literally homeless populations, service providers must provide housing without preconditions (such as employment, income, absence of criminal record, or sobriety) with resources and services tailored to the needs of the person.

Houston has seen success in reducing the number of people experiencing chronic and literal homelessness by prioritizing the most vulnerable households first. This means that the CoC makes every effort to pair the Houston area's limited resources to those who are most vulnerable. Affordable housing paired with supportive services is the solution to homelessness, and the City continues to work to expand access to permanent supportive housing and rapid rehousing to serve these populations.

Those who are at imminent risk of homelessness are also a subpopulation of the homeless qualified population. Individuals and families will fall within this population if they will imminently lose their primary nighttime residence within 14 days of applying for homeless assistance, cannot find a home, and lack resources or a support network. Those who are at imminent risk of homelessness usually need housing mediation and limited financial assistance. With the creation of the Community COVID-19 Housing Program (CCHP), the City of Houston, Harris County, and the Coalition have tailored a coordinated effort to divert these families and individuals away from homelessness by quickly identifying and accessing safe housing alternatives to emergency shelter.

It is important to connect the most vulnerable populations to permanent and adequate housing with the right level of services to ensure their success. Housing options must be flexible, client-centered, easily accessible and paired with support services necessary to help clients remain in housing for the long-term. Returning to homelessness after a housing placement is re-traumatizing for the families and an inefficient use of assistance resources. The CoC's most recent 5-year plan outlines the strategies to address immediate unmet needs:

- Expand the supply of permanent supportive housing (PSH) to meet the current total system gap of 1,900 units for single adults and youth; this includes a place to live that is affordable paired with supportive services.
- Expand the annual supply of rapid re-housing to meet the current system gap of 1,165 annual slots for single adults, families, and youth; this includes a place to live that is affordable paired with supportive services.
- Secure resources to provide rehousing navigation support by recruiting and retaining a reliable supply of landlords and rental units.
- Implement a "moving on" strategy, targeting up to 20% of current PSH residents for transition to general population affordable housing, thus freeing up PSH for new tenants, which often requires access to affordable and/or subsidized units.
- Establish, support, and use all available homeless preferences for affordable housing resources and assets available through public housing authority (PHA) properties, multi-family developments, and Low-Income Housing Tax Credit developments.



In addition to the strategies to meet immediate needs listed above, both the housing response system and crisis response system must also be strengthened. To address these needs, the CoC has also identified the following ways to refine engagement strategies for people living unsheltered:

- Expand the number of outreach teams and staff to ensure appropriate coverage to all geographies throughout the CoC. Coordinate outreach teams to ensure standardization of outreach practices, schedules, and engagement strategies across all outreach efforts.
- Undertake proactive, non-punitive responses to outreach, which are critical when there are high numbers of people who are unsheltered to reduce significant dangers found at encampments.
- Expand crisis housing response to include a navigation/ engagement center for the most vulnerable unsheltered people who require specialized services to address comorbidities of mental illness, substance use disorders, chronic health conditions and prolonged social dislocation.
- Reduce barriers to existing crisis services by easing sobriety requirements and by easing restrictions that inhibit access for people with untreated behavioral health issues, couples, people with support animals, people of non-binary gender identity, and people needing extra space for storage of their belongings.
- Ensure expanded crisis housing capacity is accessible and targeted to special populations for whom there are not enough beds in current shelters. Target groups, including single people experiencing mental illness, developmental disabilities, and chronic health conditions. Crisis housing should be low barrier, enabling immediate access without preconditions such as requiring engagement in treatment, employment, or services.
- Leverage person-centered, housing-focused case management with enhanced training in evidence-based best practices (e.g., trauma-informed care, critical time intervention, motivational interviewing, and housing first strategies) for service delivery.

Individuals and Families at Risk of Homelessness

Individuals and families at risk of homelessness may need housing assistance that could vary from eviction assistance, diversion assistance, or rent and utility assistance in addition to other types of supportive services. Households who need assistance with maintaining or regaining housing to prevent homelessness will benefit from targeted services, like diversion services. However, diversion services, for instance require specialized outreach and engagement services targeted to high-risk populations and geographies to ensure people and communities at highest risk for homelessness are engaged with housing supports before experiencing literal homelessness. Services that may be needed to assist individual and families at risk of homelessness include

- Short-term subsidies to defray rent and utility arrearages for families that have received eviction or utility termination notices or are experiencing a hardship that may lead to homelessness
- Security deposits and first month's rent to permit homeless families to move into their own apartment
- Light case management services geared towards problem solving and rapid resolution for people receiving diversion services
- Mortgage payments
- Rapid resolution case management and/or mediation services



Fleeing or attempting to flee domestic violence or human trafficking

The City of Houston Mayor's Office of Human Trafficking and Domestic Violence recently formulated a comprehensive municipal response to human trafficking through engaging a 6-month analysis and stakeholder engagement period. The analysis found that survivors lacked easy access to short-term shelter and quick access to medical and psychological services. In addition, there were only informal networks to connect survivors to job opportunities. Without economic independence, many survivors are caught in abusive relationships and the gains they make with traditional social services are not fully realized. Creating better access to short-term shelter and housing as well as increasing the supportive services available could help stabilize this qualifying population.

Residents living in housing instability or in unstable housing situations

Residents who have been previously homeless or are currently using some type of rental assistance may need the assistance to continue for a short or long period of time. Funding existing services and housing assistance programs is important to the housing stability of these individuals and families. In addition, the City of Houston and surrounding region has a lack of quality affordable housing available for residents in need causing cost burdens leading to housing instability. There is also a need to assist residents living in unstable housing situations increase their income, build savings, and acquire assets through additional supportive services in the community. The HOME-ARP Consultation Survey found that fair housing barriers, barriers for persons with disabilities, and language barriers often impact the housing options available to these qualifying populations.

Identify and consider the current resources available to assist qualifying populations, including congregate and non-congregate shelter units, supportive services, TBRA, and affordable and permanent supportive rental housing:

The City of Houston receives an annual allocation of almost \$45 million in federal formula grant funding, including the Community Development Block Grant (CDBG), the HOME Investment Partnerships (HOME) Grant, the Emergency Solutions Grant (ESG), and the Housing Opportunities for Persons Living with HIV/AIDS (HOPWA). HCDD utilizes this grant funding to assist families with obtaining affordable homes, supportive services, rental assistance, emergency shelter and other services. These services can and often benefit qualifying populations. For instance, although the City uses CDBG to fund public services to the greatest extent possible, which can help stabilize individuals and families by providing services like healthcare, childcare, job training, and homeless services, there is a cap of 16.77% of the total grant amount of CDBG that can be used for public services. The City works with community partners to leverage resources and build up systems to serve Houstonians.

Since March of 2021, HCDD has partnered with Harris County to serve the community with the Houston-Harris County Emergency Rental Assistance Program. This program provides comprehensive rental and utilities assistance to households who are at risk of losing their homes due to COVID-19. As of October 2021, the program was funded with over \$283 million. Although the current funds are expected to be exhausted by the end of 2021, there may be additional funding available over the next year to continue this program.

The Houston region also receives approximately \$42 million in Continuum of Care (CoC) funding annually. This funding helps to keep approximately 5,000 formerly homeless people housed. The CoC Program is designed to:



- Promote communitywide commitment to the goal of ending homelessness
- Provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness
- Promote access to and effect utilization of mainstream programs by homeless individuals and families
- Optimize self- sufficiency among individuals and families experiencing homelessness

In addition to the annual CoC funding, the City provides additional resources to assist Houstonians that are part of the qualifying populations. The City is partnering with Harris County and the Coalition for the Homeless to effectively utilize CARES Act relief funding through the Community COVID Housing Program (CCHP). The CCHP announced a joint, \$65 million plan to serve 5,000 people experiencing homelessness by October 2022 to limit the spread of COVID-19 by permanently housing people who are currently experiencing literal homelessness (e.g., living in shelters, encampments or on the streets), as well as those who may fall into homelessness as a result of the economic effects of the coronavirus.

The CCHP began on October 1, 2020, and as of October 20, 2021, approximately 3,553 people had been housed through the CCHP. The CCHP focuses on using three primary interventions: (1) "Bridge" to PSH for those experiencing chronic homelessness, (2) Rapid re-housing for those who may fall into homelessness as a result of COVID, and (3) Homelessness diversion to help people immediately maintain or regain housing, so that they do not have to experience the trauma literal homelessness may cause.

The community is working towards solving homelessness with the current resources through the CCHP. The CCHP is expected to make a deep, and hopefully lasting, impact on homelessness in the CoC, and it is likely that there are fewer unsheltered persons counted in the 2021 PIT Count because of this program.

In addition to CCHP, The Way Home CoC was recently awarded \$10 million to end youth homelessness - the fourth-highest award in the nation. The Youth Homelessness Demonstration Program (YHDP) will provide our community with the funding, technical assistance, and flexibility to develop and implement a coordinated community approach to youth homelessness that matches the needs, assets, constraints, and preferences of our community stakeholders. Over the next several months, the CoC will work to form a YHDP workgroup in partnership with child welfare agencies, other community partners and most importantly, youth, to create a comprehensive community plan to address and end youth homelessness in our community. This work will help address one of the implement goals in the Coalition's Community Plan to build an equitable homeless response system that can effectively end youth homelessness.

Identify any gaps within the current shelter and housing inventory as well as the service delivery system:

The Coalition, with the help of a consultant, identified permanent supportive housing and rapid rehousing as ways to address the gaps in the current shelter and housing inventory to best assist people experiencing homelessness. The following details immediate gaps in the homeless system:

- There is a current total system gap of 1,900 units for single adults and youth, which

includes a place to live that is affordable paired with supportive services.

- There is a current system gap of 1,165 annual housing or shelter units for single adults, families, and youth, which includes a place to live that is affordable paired with supportive services.
- To allow for social distancing during COVID, the system's homeless response estimates a gap of 520 emergency shelter beds for youth and single adults, as well as a need for Diversion services to reduce inflow into homelessness.
- The increased service-levels and access to Diversion services are crucial to targeting and preventing households from experiencing or returning to homelessness.

The Houston housing inventory has a severe gap in the number of affordable homes available compared to those that are needed. The *2021 State of Housing in Harris County and Houston* finds that the affordability gap for renters is growing. Income continues to grow at a slower pace than housing process leading to Houston and Harris County's renter's being more cost burdened than renters in Dallas, Chicago and Atlanta. In 2019 the eviction filing rate was 8.8%, and the eviction rate was 4.5%, which is higher than many similar metro areas. The supply of affordable homes is not keeping up with demand, and higher land and construction costs may lead to an additional gap in the affordable homes that are needed.

The estimated gap of affordable rental homes that are needed in Houston, as shown in Table 3, is approximately 119,735 rental homes. Housing affordability in Houston and the surrounding region impacts the HOME-ARP qualifying populations, but also other low- and moderate-income households and other vulnerable populations, such as persons with disabilities and persons fleeing domestic violence, sexual assault, and sex trafficking. Through the stakeholder engagement during the development of the HOME-ARP Allocation Plan, stakeholders indicated the need for more available affordable housing, supportive housing, rental assistance, and the need for additional social services.

Identify the characteristics of housing associated with instability and an increased risk of homelessness if the PJ will include such conditions in its definition of "other populations" as established in the HOME-ARP Notice:

The number one indicator of households falling into homelessness from a place of housing instability is a previous history of homelessness. Homeless assistance is generally the last resort for households in extreme poverty with few resources of their own and limited connections to others who could offer temporary, emergency support. Additionally, when other systems of care, like hospitals, behavioral health settings, child welfare, and criminal justice systems, are unable to address the reasons why people cannot stay housed, people have no alternative than turning to the homeless response system.

To prevent people from falling into homelessness, public systems for justice, anti-poverty, prevention, health (including behavioral health), child welfare and affordable housing must use data to identify how people are falling into homelessness and target prevention strategies and policies to address these areas.

Additionally, families with children, or unaccompanied youth who are unstably housed and likely to continue in that state, including those people who are doubled up in other people's homes because they lack a home of their own, are not considered to be experiencing homelessness by the U.S. Department of Housing and Urban Development (HUD) and are not eligible for its



homeless assistance. These same families are, however, considered to be experiencing homelessness by the U.S. Department of Education and are eligible for additional educational services and supports. People are considered to be “at risk of homelessness” if they are losing their primary nighttime residence, which may include a motel or hotel or a doubled-up situation, within the next 21 days and lack resources or support networks to remain in housing.

Identify priority needs for qualifying populations

HOME-ARP qualifying populations often have many competing needs. In the HOME-ARP Consultation Survey, stakeholders indicated a variety of needs for qualifying populations, including 1) housing, such as shelter, short-term housing, permanent supportive housing, and rental and utility assistance, and 2) supportive services, such as medical care, counseling, substance abuse service, case management, child care, transportation, legal services, and job training. The needs overlap but also vary amongst these populations, and the following information covers the priority needs for each of the qualified populations.

Homeless or At-Risk of Homelessness Populations

HCDD has partnered with the CoC to identify and prioritize the needs of the homeless population in Houston. The CoC's Community Plan outlines goals that address the needs of homeless veterans, people experiencing chronic or near chronic homelessness, homeless families and youth. As identified in the Community Plan, families and individuals struggling with homelessness need an improved crisis response system.

Although the needs of each group generally overlap, each of these subpopulations may have greater needs than others. Those who are experiencing or are at-risk of homelessness need more affordable housing and shelter options that provide short-term, mid-term, and long-term interventions. Those who are at-risk of homelessness have a strong need for homelessness prevention and stabilizing services, while those who are currently homeless or experiencing chronic homelessness need more street outreach and case management services.

Domestic Violence Populations

Families or individuals fleeing domestic or dating violence need increased safety measures to minimize risk of returning to unsafe residential environments. This qualified population has a critical need for temporary shelter for safe harboring and supportive services to help them transition into permanent supportive housing. Even while these families or individuals are need services to assist them with the legal advocacy, childcare, employment services, and case management.

Residents living in housing instability or in unstable housing situations

Many residents who are living in unaffordable and/or unsafe homes have many needs and compounding challenges. These households need support with staying housed. While many families may gain stability through rental assistance, other families need more housing options that are safe and affordable. However, most of these households will also need a livable wage and supportive services to create long-term self-sufficiency.



Explain how the level of need and gaps in its shelter and housing inventory and service delivery systems based on the data presented in the plan were determined

The gaps in services and programs need to provide shelter, housing, and services were determined using data from multiple sources, including stakeholder and public engagement. The level of need for unsheltered and shelter households experiencing homelessness was determined by evaluating the number of unsheltered households and the level of resources available to adequately house the families or individuals with permanent supportive housing and critical long-term supportive services to achieve housing stability.

For households that are currently housed but have challenges maintaining their home, the level of need was measured by the amount of inventory that had affordable, safe, and adequate living conditions and the number of renter households that are experiencing severe housing cost burdens. These households need housing outcomes that help them stay housed without incumbering them with the cost of their home



HOME-ARP Activities

Describe the method for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors and whether the PJ will administer eligible activities directly:

As with HOME funds, HCDD will use HOME-ARP funds to promote public/private partnerships as a vehicle for preserving and expanding the stock of affordable homes. HOME-ARP funds may be leveraged with private and public funding sources to support activities for supportive services, tenant-based rental assistance, and the development of non-congregate shelters. HCDD will continue to support eligible activities through partners, like the Houston Housing Authority and/or other agencies, to assist very low-income households.

HOME-ARP funds will be awarded to City departments or nonprofit or for-profit organizations, based on the merit of proposals received prior to or during the grant implementation period. For development activities and supportive services, greater preference is given to proposals that have other sources of equity and financing and are in line with HCDD's priorities. The locations of activities will be determined after subrecipients are selected.

If any portion of the PJ's HOME-ARP administrative funds were provided to a subrecipient or contractor prior to HUD's acceptance of the HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ's entire HOME-ARP grant, identify the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ's HOME-ARP program:

HCDD will not allocate any funds to a subrecipient or contractor to administer the entire HOME-ARP program prior to HUD's acceptance of the HOME-ARP allocation plan.

Use of HOME-ARP Funding

Table 6 HOME-ARP Budget

	Funding Amount	Percent of the Grant	Statutory Limit
Supportive Services	\$ 6,699,885.00		
Acquisition and Development of Non-Congregate Shelters	\$ 22,550,000.00		
Tenant Based Rental Assistance (TBRA)	\$ 2,500,000.00		
Development of Affordable Rental Housing	\$ 0.00		
Nonprofit Operating	\$ 0.00	0%	5%
Nonprofit Capacity Building	\$ 0.00	0%	5%
Administration and Planning	\$ 5,602,920.00	15%	15%
Total HOME ARP Allocation	\$ 37,352,805.00		

Additional narrative, if applicable:

Table 6 shows the proposed HOME-ARP budget, which indicates the amount of HOME-ARP funding that is planned for each eligible HOME-ARP activity type including administrative costs within HOME-ARP statutory limits.

Describe how the characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:

HCDD has identified activities that will assist families and individuals of the most vulnerable qualified populations.

The gap analysis of rental units shows that there is a great need for affordable rental units because many households have housing problems, which includes affordability. Almost 30% of all renters in Houston cannot afford their home because they are either cost burdened or severely cost burdened. Cost burdened households spend between 30% and 50% of their income on housing cost while severely cost burdened households spend over 50% of their income on housing costs. Almost all (84.6%) renters who are at or below the 50% Area Media Income (AMI) are cost burdened or severely cost burdened.

Among the most vulnerable qualified populations in jeopardy of housing instability are families and individuals who have challenges with housing affordability. To help keep families housed, HCDD will fund activities that provide rental assistance to low- and moderate-income families. Tenant-based rental assistance will be administered by local non-profits or public agencies that support families or individual who are at-risk of homelessness.

Following the housing instability that was exacerbated by COVID-19, there is also critical need for permanent and temporary supportive housing. Unlike CDBG and HOME grants that do not provide an avenue for acquiring, developing, or rehabilitating non-congregate shelters, which leaves insufficient alternatives for temporary shelter, the HOME-ARP grant provides an opportunity to assist households with temporary supportive housing through the development of non-congregate shelters. These shelters will not only help those experiencing homelessness, but they will also assist families or individuals who are fleeing, or attempting to flee, domestic violence and sexual assault.

Many of the families or individuals who receive assistance to mitigate homelessness or flee violent circumstances require wrap-around services because of the compounding challenges they face. HCDD will support organizations that provide supportive services to help program participants achieve self-sufficiency.

HOME-ARP Production Housing Goals

Estimate the number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation:

Although HCDD will not fund or produce any affordable rental housing units for qualifying populations using HOME-ARP funding, HCDD will fund rental assistance, acquisition and development of non-congregate shelters, and supportive services. HCDD expects to assist 160 households with tenant based rental assistance (TBRA). HCDD also anticipates developing or rehabilitating 510 non-congregate shelter units and providing 510 households with supportive services.

Table 7 HOME-ARP Goals

Eligible HOME-ARP Activity	Anticipated Goal
Supportive Services	510 households
Acquisition and Development of Non-Congregate Shelters	510 units
Tenant Based Rental Assistance (TBRA)	160 households

Describe the specific affordable rental housing production goal that the PJ hopes to achieve and describe how it will address the PJ's priority needs:

HCDD identified several priority needs for qualified populations to help build long-term self-sufficiency, stability, and improve their quality of life. Qualified populations need shelter, short-term housing, permanent supportive housing, rental and utility assistance, and supportive services. Many families and individuals need a variation of housing assistance with some level of supportive services to achieve the ultimate outcome of long-term stability.

Although HCDD will not produce any affordable rental housing, HCDD will use HOME-ARP to address priority needs through the following activities.

Rental Assistance

Rental assistance through permanent supportive housing (PSH), Rapid Rehousing (RRH), Navigation, or Diversion is estimated to help 160 renter households that need assistance with transitioning to and maintaining long-term housing stability. The estimated number of households assisted is based on the average cost per unit for a 12-month period of assistance for each household.

To assist qualified populations that have high barriers obtaining and maintaining their homes, especially those who are chronically homeless, PSH will provide housing assistance interlaced with supportive services and case management that help improve independent living and tenancy skills. This type of intervention is designed to serve the most vulnerable qualified populations.

RRH will assist those who are experiencing literal homelessness attain housing or help maintain housing for those who are housing instable while pairing them with resources and services provided that are tailored to the needs of the household. RRH will assist qualifying populations with obtaining housing quickly, increasing self-sufficiency, and staying housed without intensive



support and without consideration of preconditions like employment, income, absence of criminal record, sobriety, etc. This temporary intervention is designed so that tenants do not pay more than they can afford for rent, and when coupled with supportive services, it will help tenants increase their income and achieve self-sufficiency.

Qualified populations that are at imminent risk of homelessness or literally homeless may also receive assistance through diversion services where they will be diverted from emergency shelter to housing that provides safer alternatives. Intervention through diversion will quickly identify housing alternatives and support qualified populations with financial assistance, conflict resolution and/or family mediation and other familial supports. Diversion will help circumvent the number of those who enter homelessness while simultaneously reducing the demand for shelter beds.

Non-Congregate Shelters

The development and rehabilitation of almost 510 non-congregate shelter (NCS) units will provide private temporary supportive housing to families and individuals. The estimated number of units is based on similar past projects and current projections of development costs. NCSs do not require occupants to sign a lease or occupancy agreement and will provide a safe harbor for families who need to be temporarily housed due to volatile or instable circumstances, like those are fleeing domestic violence or youth who are experiencing homelessness. Temporary housing and shelters, especially for certain populations, were identified as a gap in the needs assessment.

Supportive Services

HCDD will also support agencies that provide a range of supportive services to serve about 510 households with HOME-ARP funds. These services will meet basic human needs by improving access to health services, housing counseling, workforce development, social, educational, and other supportive services. Supportive services will typically be paired with a variation of housing assistance like permanent supportive housing, rapid rehousing, diversion, or non-congregate shelter.

Since the average cost of service delivery is about \$500 per month, HCDD expects to serve 510 households with supportive services over a period of two years. These supportive services may be paired with those who receive assistance through HOME-ARP funded non-congregate shelters; however, these supportive services may also be accessed by residents who are a part of other services.



Preferences

Identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project

After the housing crisis following COVID-19, the most vulnerable qualifying populations in Houston need support to improve their resiliency. These most vulnerable families and individuals experience compounded obstacles. Because of this along with information received during the consultation for the HOME-ARP Allocation Plan, HCDD will give preference to these populations to help house or keep these families or individuals housed through eligible activities. Based on the need and gap analysis, HCDD will continue to partner with The Way Home's coordinated entry process (CE), known as the Coordinated Access System, to ensure that all people experiencing a housing crisis are assessed, and assistance is prioritized for those with the greatest need.

HOME-ARP funded rental assistance, supportive service, and non-congregate shelters activities will utilize referrals through Coordinated Access and give preference in the following ways.

Permanent Supportive Housing: Preferences for this activity will be three subpopulations under the homeless qualifying population. The first preference is chronically homeless individuals and families with a disability with the longest history of homelessness and the most severe service needs; the second preference is literally homeless individuals and families with a disability and the most severe service needs; the third preference is literally homeless individuals and families with the most severe service needs. The goal is to assist populations who have the most vulnerability and severe needs.

Rapid Re-Housing: The preference is the subpopulation of literally homeless under the homeless qualifying population, which will help to quickly rehouse eligible applicants.

Diversion: Those at imminent risk of homelessness or literally homeless, subpopulations under the homeless qualifying population, will be the preferences because these subpopulations can be diverted from emergency shelters by finding safe housing alternatives.

Navigation: The preference is individuals and households experiencing literal homelessness or chronic homelessness, which are subpopulations under the homeless qualifying population.

Supportive Services: Some supportive services, including but not limited to case management, employment support, mental health support, and SSI/SSDI Outreach Access and Recovery (SOAR), may be offered without preferences that target specific qualified populations. However, some supportive services may give preference, as listed below.

Outreach support services targets individuals experiencing unsheltered homelessness, a subpopulation under the homeless qualifying population.

Mental health support targets individuals seeking housing or have been placed in housing or at risk of becoming homeless again due to underlying behavioral health issues.

Domestic violence mobile advocacy targets individuals and families experiencing domestic violence, sexual assault, dating violence stalking, and human trafficking.

Other supportive services like case management, employment support, and SSI/SSDI Outreach Access and Recovery (SOAR) may be offered but will not have preferences that target specific qualified populations.

Non-Congregate Shelter: HCDD may assist multiple developments providing non-congregate shelter units, and these developments will receive referrals through the Coordinated Access and Domestic Violence Coordinated Access systems. It is anticipated that at least one development will target the qualifying population that includes individuals or families who are fleeing, or are attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking. It is anticipated at least one development will target assistance for homeless youth.

Anyone is eligible to seek assistance through Coordinated Access, including all qualifying populations irrespective of preferences. No qualified populations will be excluded from applying and receiving assistance through HOME-ARP. Coordinated Access directs applicants to the interventions and services that are most aligned to their needs. Prioritization will occur after coordinated intake and will align with the preferences stated above. Therefore, all HOME-ARP qualified populations, despite preferences, are eligible to be served with HOME-ARP funds through Coordinated Entry System for rental assistance, non-congregate shelter, or supportive services.

If HOME-ARP is used for victim services, providers may use, but are not required to use, the Coordinated Access system; however, those who require victim services but do not use the Coordinated Access system may also receive assistance with HOME-ARP funds through the Domestic Violence Access System. HCDD will coordinate with the CoC to ensure that these preferences and the Coordinated Access system will comply with all applicable nondiscrimination and equal opportunity laws as required by HOME-ARP.

If a preference was identified, explain how the use of a preference or method of prioritization will address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or category of qualifying population, consistent with the PJ's needs assessment and gap analysis:

The use of the preferences above will ensure that those in most need of services will be targeted for assistance. HCDD will support families and individuals who are the most vulnerable within the qualified populations. These populations are likely to have great compounded challenges that require more intensive supportive services to achieve and maintain housing stability. These mid-term to long-term services require assistance transitioning to housing and providing permanent supportive housing, along with case management, healthcare, legal services, and other supportive services. With better housing options and wrap-around services, these families will have a higher likelihood of becoming self-sustaining over time.

As discussed in the needs assessment and gap analysis, those who are experiencing or are at-risk of homelessness need more affordable housing and shelter options that provide short-term, mid-term, and long-term interventions. This includes vulnerable populations like victims of domestic violence and homeless youth. Those who are at-risk of homelessness have a strong need for homelessness prevention and stabilizing services, while those who are currently



homeless or experiencing chronic homelessness need more street outreach and case management services.

Houston has seen success in reducing the number of people experiencing homelessness by prioritizing the most vulnerable households first, including people experiencing chronic and literal homelessness. Chronically homeless and literally homeless individuals typically need affordable housing assistance with long-term support services that are designed to build independent living and tenancy skills and to connect people with community-based health care, treatment, and employment services. This directly corresponds to the preferences stated above where preference for permanent supportive housing and navigation services are given to chronically and literally homeless individuals.

Also, the homeless subpopulations of literal homeless and those at imminent risk of homelessness will be preferred applicants for diversion and rapid re-housing services because these interventions will help keep these populations housed and out of shelters. For supportive services, these preferences will help ensure that households are matched to certain services that will best assist their needs.

The Harris, Montgomery, and Fort Bend County Continuum of Care and The Way Home, with input from area homeless providers, have established guidelines that outline the Coordinated Access System and the Domestic Violence Coordinated Access System. Anyone is eligible to seek assistance through the Coordinated Access System, including all qualifying populations. No qualified populations will be excluded from applying and receiving assistance through HOME-ARP. Both Coordinated Access systems direct applicants to the intervention and services that are most aligned with their needs. Prioritization will occur after coordinated intake and will align with the preferences stated above, and each eligible applicant will be placed on a first come, first served waiting list for programs that align with their needs.

To meet the needs of all qualifying populations, HCDD has coordinated with the local CoC to expand the Coordinated Access System to ensure that it is consistent with HOME-ARP requirements. The CoC will work to update the guidelines and procedures in the Coordinated Access System Operations Manual to include all HOME-ARP qualifying populations and referral methods, and all subrecipients will use the Coordinated Access System for referrals to HOME-ARP activities to ensure that all qualifying populations are included. Revisions to the Operations Manual were proposed during the June CoC Steering Committee Meeting and are expected to be completed by July 2022. The Domestic Violence Coordinated Access System Operations Manual currently includes the definition of the qualifying population of individuals fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking.

As described in the needs assessment and gap analysis, it is important to match people in need with assistance that will be most beneficial, which includes the various subpopulations of homeless qualifying populations. To connect people with the appropriate housing intervention, HCDD's HOME-ARP subrecipients will utilize the Coordinated Access System.

- **Sheltered and Unsheltered Homeless Populations:** Those who are experiencing homelessness, whether sheltered or unsheltered, can access the Coordinated Access System through multiple access points, including the Coordinated Access System



Hotline Line at 832-531-6041, the Coordinated Access System assistance email (ca@homelesshouston.org), and in-person Assessment Hubs. The Coordinated Access System will assess eligible applicants according to their level of vulnerability in order to identify appropriate services and resources.

- **Populations Fleeing or Attempting to Flee Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking:** For safety and privacy reasons, there is a separate but equal Coordinated Access System process for domestic violence providers – Domestic Violence Coordinated Access system (DV CAS) – that uses de-identified data to maintain client confidentiality. The Coordinated Access system may refer domestic violence victims to the DV CAS, which will also connect eligible applicants with HOME-ARP services. The DV CAS evaluates need through a danger and vulnerability assessment to refer applicants to services and is placed on a first come, first serve waiting list that is appropriate for each client's housing and support need. Clients can call the Domestic Violence Hotline at calling 1-800-885-4673.
- **At-Risk Populations:** Households at-risk of homelessness can also access the CAS system through multiple access points, including can access the CAS system through multiple access points which includes the Coordinated Access System Hotline Line, the Coordinated Access System assistance email, and in-person Assessment Hubs.
- **Other Populations Needing Prevention Assistance or With Greatest Risk of Housing Instability:** Populations that need prevention assistance or have a great risk of housing instability can likewise access the Coordinated Access System through multiple access points, including can access the CAS system through multiple access points which includes the Coordinated Access System Hotline Line, the CAS assistance email, and in-person Assessment Hubs.

Current information about referral procedures can be found in *Appendix 4: The Way Home's Coordinated Access System Operations Manual* and in *Appendix 5: The Domestic Violence Coordinated Access Operations Manual*. The Way Home's Coordinated Access System Operation's Manual is expected to be updated by the summer of 2022, and more information about the Operations Manual and other documents can be found on the Way Home's website at <https://www.homelesshouston.org/thewayhome>.

If a preference was identified, describe how the PJ will use HOME-ARP funds to address the unmet needs or gaps in benefits and services of the other qualifying populations that are not included in the preference:

Other qualified populations like veteran households or households who are at or below 50% AMI and experiencing housing problems will be eligible to receive rental assistance or supportive services. As stated in prior sections, these families and individuals have difficulty affording a rental home and have a great risk of having housing instability, and these challenges may be exacerbated by the COVID-19 Pandemic. HCDD will fund eligible activities that also support the stabilization of these households, which will alleviate affordability challenges, overcrowding, and unsafe living conditions.



Appendices

Appendix 1: Additional Consultation Organizations

Below is a list of additional organizations and agencies that were consulted during the HOME-ARP planning process but did not provide feedback.

Agency/Organizations Consulted	Type of Agency/ Organizations	Method of Consultation
Access Care of Coastal Texas	Agency that addresses the needs of the qualifying populations	HOME-ARP Consultation Survey
Agape Home CDC (South Union Area)	Organization that provides services to low- and moderate-income households	Housing Advocates Collective Meeting
Alliance Community Assistance Ministries	Agency that addresses the needs of the qualifying populations Organization that addresses civil rights and fair housing Homeless service provider	Housing Advocates Collective Meeting
BakerRipley	Agency that address the needs of the qualifying populations	HOME-ARP Consultation Survey
Bayview Apartment Homes	Organization that provides services to low- and moderate-income households	Housing Advocates Collective Meeting
Brentwood Community Foundation	Agency that addresses the needs of the qualifying populations	HOME-ARP Consultation Survey
Capital IDEA	Agency that addresses the needs of the qualifying populations	HOME-ARP Consultation Survey
Career and Recovery Resources, Inc.	Agency that addresses the needs of the qualifying populations Organization that addresses the needs of persons with disabilities Organization that addresses veteran services	HOME-ARP Consultation Survey
Change Happens, CDC	Agency that addresses the needs of the qualifying populations Organization that addresses civil rights and fair housing	Housing Advocates Collective Meeting
Encourage to Continue	Agency that addresses the needs of the qualifying populations	Fall Community Meeting
Endeavors	Agency that addresses the needs of the qualifying populations Organization that addresses veteran services	HOME-ARP Consultation Survey
Fair Housing Neighborhood Rights	Organization that provides services to low- and moderate-income households Organization that addresses civil rights and fair housing	Housing Advocates Collective Meeting Fall Community Meeting
GMC Consultants, LLC	Organization that provides services to low- and moderate-income households	Housing Advocates Collective Meeting
Greater Houston Fair Housing Center	Organization that addresses civil rights and fair housing	HOME-ARP Consultation Survey
Houston Area Urban League (HAUL)	Organization that provides services to low- and moderate-income households Organization that addresses civil rights and fair housing	Housing Advocates Collective Meeting
Houston Builder's Institute (HBI)	Agency that addresses the needs of the qualifying populations	HOME-ARP Consultation Survey



Agency/Organizations Consulted	Type of Agency/ Organizations	Method of Consultation
Healthcare for the Homeless	Agency that addresses the needs of the qualifying populations Homeless service provider	HOME-ARP Consultation Survey
H.E.A.R.T.	Agency that addresses the needs of the qualifying populations Organization that addresses the needs of persons with disabilities	HOME-ARP Consultation Survey
Houston H.E.L.P./Corder Place	Agency that addresses the needs of the qualifying populations Organization that addresses the needs of persons with disabilities	HOME-ARP Consultation Survey
Houston SRO Housing Corporation	Agency that addresses the needs of the qualifying populations	HOME-ARP Consultation Survey
Memorial Assistance Ministries (MAM)	Agency that addresses the needs of the qualifying populations Homeless service provider	HOME-ARP Consultation Survey
NestQuest	Agency that addresses the needs of the qualifying populations	HOME-ARP Consultation Survey
Salvation Army	Agency that addresses the needs of the qualifying populations Homeless service provider	HOME-ARP Consultation Survey
SEARCH Homeless Services	Agency that addresses the needs of the qualifying populations Homeless service provider	HOME-ARP Consultation Survey
SEARCH House of Tiny Treasures	Agency that addresses the needs of the qualifying populations Organization that addresses the needs of persons with disabilities Homeless service provider	HOME-ARP Consultation Survey
Spring Branch Community Health Center	Agency that addresses the needs of the qualifying populations Organization that addresses the needs of persons with disabilities	HOME-ARP Consultation Survey
Super Neighborhood #45	Community organization	Fall Community Meeting
Super Neighborhood #88	Community organization	Fall Community Meeting
Texas Housers	Organization that addresses civil rights and fair housing	Housing Advocates Collective Meeting
The Men's Center (recenter)	Agency that addresses the needs of the qualifying populations Homeless service provider	HOME-ARP Consultation Survey
The Women's Home	Agency that addresses the needs of the qualifying populations Homeless service provider	HOME-ARP Consultation Survey
TXRX	Organization that provides services to low- and moderate-income households	HOME-ARP Consultation Survey
Village Learning	Agency that addresses the needs of the qualifying populations Organization that addresses the needs of persons with disabilities	HOME-ARP Consultation Survey



Appendix 2: Public Notices

2021 Fall Public Hearings

Houston Chronicle

La Voz de Houston

Public Notice

The City of Houston Housing and Community Development Department (HCDD) anticipates an allocation of \$37,352,805.00 in Home Investment Partnerships Grant – American Relief Plan (HOME-ARP) to help create affordable housing and provide services for people who are homeless, people at risk of becoming homeless, and other vulnerable populations. The City will request this funding from the U.S. Department of Housing and Urban Development (HUD) through a Substantial Amendment to the 2021 Annual Action Plan. The Amendment will include additional information regarding community needs and the proposed HOME-ARP activities in a HUD prescribed format called the HOME-ARP Allocation Plan. The following table shows the proposed budgeted activities for HOME-ARP.

HOME Investment Partnerships Grant – American Rescue Plan		
Acquisition and Development of Non-Congregate Shelters/ Activity Delivery	\$22,550,000	60.4%
Tenant-Based Rental Assistance	\$2,500,000	6.7%
Supportive Services	\$6,699,885	17.9%
Planning and Administration	\$5,602,920	15.0%
Total	\$37,352,805	100.0%

The public may comment on the Amendment, including the HOME-ARP Allocation Plan and proposed budget, during the 15-day comment period extending from Thursday, November 4, 2021 to Friday, November 19, 2021. Public comments may be submitted by email to HCDDPlanning@houston.tx.gov, by mail: HCDD, ATTN: Planning 2100 Travis Street, 9th Floor, Houston TX, 77002, or by voicemail at 831-394-5400. Summaries of public comments and responses will be available in the amended 2021 Annual Action Plan. Please join us for the Virtual Fall Community Meeting and Public Hearing where we will discuss the HOME-ARP allocation and the development of the 2022 Annual Action Plan. The schedule is as follows:

Ways to Participate Live	Dates
Online at bit.ly/2021EPH Call US (Toll): 1-936-755-1521 English ID: 235 663 157# Spanish ID: 630 833 061# Facebook Live @HoustonHCDD	Thursday, November 4, 2021 at 3:00 pm Wednesday, November 10, 2021 at 6:00 pm

Closed Captioning will be provided. For additional information or to request special arrangements at the live virtual meetings (interpreter or other), contact Ashley Lawson at (832) 394-5438 or Ashley.Lawson@houston.tx.gov.

Can't make live virtual meetings? You can view materials and get involved at our website: www.houston.tx.gov/housing. For specific questions or concerns about fair housing or landlord/tenant relations, please contact Yolanda Guess-Jeffries at (832) 394-6200 ext. 5.

Aviso Público

El Departamento de Vivienda y Desarrollo Comunitario de la Ciudad de Houston (HCDD, por sus siglas en inglés) anticipa una asignación de \$37,352,805.00 en Home Investment Partnerships Grant – American Relief Plan (HOME-ARP) para ayudar a crear viviendas asequibles y proporcionar servicios para personas sin hogar, personas en riesgo de quedarse sin hogar y otras poblaciones vulnerables. La Ciudad solicitará este financiamiento al Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD, por sus siglas en inglés) a través de una Enmienda Sustancial al Plan de Acción Anual 2021. La Enmienda incluirá información adicional sobre las necesidades de la comunidad y las actividades propuestas de HOME-ARP en un formato prescrito por HUD llamado Plan de Asignación HOME-ARP. En el cuadro siguiente se muestran las actividades presupuestadas propuestas para HOME-ARP.

HOME Investment Partnerships Grant – American Rescue Plan		
Adquisición y desarrollo de refugios no congregados / entrega de actividades	\$22,550,000	60.4%
Asistencia de alquiler basada en el inquilino	\$2,500,000	6.7%
Servicios de Apoyo	\$6,699,885	17.9%
Administración y Planificación	\$5,602,920	15.0%
Total	\$37,352,805	100.0%

El público puede comentar sobre la Enmienda, incluido el Plan de Asignación HOME-ARP y el presupuesto propuesto, durante el periodo de comentarios de 15 días que se extiende desde el jueves 4 de noviembre de 2021 hasta el viernes 19 de noviembre de 2021. Los comentarios públicos pueden enviarse por correo electrónico a HCDDPlanning@houston.tx.gov, por correo: HCDD, ATTN: Planning 2100 Travis Street, 9th Floor, Houston TX, 77002, o por correo de voz al 831-394-5400. Los resúmenes de los comentarios y respuestas del público estarán disponibles en el Plan de Acción Anual 2021 modificado. Únase a nosotros para la Reunión Virtual de la Comunidad de Otoño y la Audiencia Pública donde discutiremos la asignación home-ARP y el desarrollo del Plan de Acción Anual 2022. El calendario es el siguiente:

Formas de Participar en Vivo	Fechas
En línea a través de bit.ly/2021EPH Llame US (Gratis): 1-936-755-1521 English ID: 235 663 157# Español ID: 630 833 061# Facebook Live @HoustonHCDD	Jueves 4 de noviembre de 2021 a las 3:00 pm Miércoles 10 de noviembre de 2021 a las 6:00 pm

Se proporcionarán subtítulos. Para obtener información adicional o para solicitar arreglos especiales en las reuniones virtuales en vivo (intérprete u otro), comuníquese con Ashley Lawson al (832) 394-5438 o Ashley.Lawson@houston.tx.gov.

¿No puede hacer reuniones virtuales en vivo? Puede ver los materiales e involucrarse en nuestro sitio web: www.houston.tx.gov/housing. Para preguntas o inquietudes específicas sobre vivienda justa o relaciones entre propietarios e inquilinos, comuníquese con Yolanda Guess-Jeffries al (832) 394-6200 ext. 5.



2021 Fall Public Hearings

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Public Notice

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Appendix 3: SF-424, SF-424B, SF-424D, and HOME-ARP Certifications



FC78826
2021-1084

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☐ New
☐ Continuation
☒ Revision

*** If Revision, select appropriate letter(s):**

A: Increase Award

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

M21-MP48-0206

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:** City of Houston

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

746001164

*** c. UEI:**

J4MAQ69KQKF5

d. Address:

* Street1: 2100 Travis Street, 9th Floor

Street2:

* City: Houston

County/Parish:

* State: TX: Texas

Province:

* Country: USA: UNITED STATES

* Zip / Postal Code: 77002

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Keith

Middle Name:

W.

* Last Name:

Bynam

Suffix:

Title: Director

Organizational Affiliation:

* Telephone Number: 832-394-6134

Fax Number:

* Email: Keith.Bynam@houstontx.gov

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnership Grant-American Rescue Plan (HOME-ARP)

* 12. Funding Opportunity Number:

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Houston

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

HOME-ARP Grant

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="37,352,805.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="37,352,805.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:Prefix: * First Name: Middle Name: * Last Name: Suffix: * Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:



* Date Signed:

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

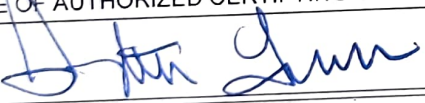
NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Houston	DATE SUBMITTED 7/7/20

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

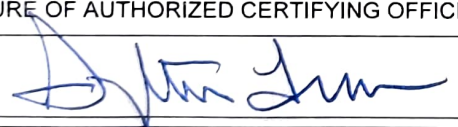
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
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13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
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15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
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19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	<div data-bbox="909 1295 1510 1336">Mayor</div>
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Houston	<div data-bbox="909 1408 1510 1471">7/7/22</div>

Attest/Seal:

City Secretary

Countersigned:

City Controller

DATE OF COUNTERSIGNATURE: July 14, 2022

APPROVED:

DocuSigned by:

Keith W. Bynum

Director

Housing and Community Development Department

APPROVED AS TO FORM:

DocuSigned by:

Erin Chinnery

Senior Assistant City Attorney

HOME-ARP Budget Page

HOME-ARP Funds	Allocation	Percentage
Sources		
Projected HOME Grant Award	\$ 37,352,805	
Projected HOME-ARP Funding	\$ 37,352,805	
Uses		
Planning and Administration*	\$ 5,602,920	15.0%
Acquisition and Development of Non-Congregate Shelters	\$ 22,550,000	60.4%
Tenant Based Rental Assistance	\$ 2,500,000	6.7%
Supportive Services	\$ 6,699,885	17.9%
Total	\$ 37,352,805	100.0%

**Planning and Administration up to 15% of Grant Amount.*

HOME-ARP CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the participating jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing pursuant to 24 CFR 5.151 and 5.152.

Uniform Relocation Act and Anti-displacement and Relocation Plan --It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It will comply with the acquisition and relocation requirements contained in the HOME-ARP Notice, including the revised one-for-one replacement requirements. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42, which incorporates the requirements of the HOME-ARP Notice. It will follow its residential anti-displacement and relocation assistance plan in connection with any activity assisted with funding under the HOME-ARP program.

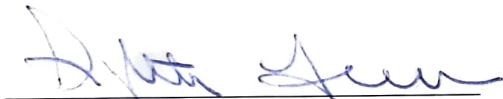
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

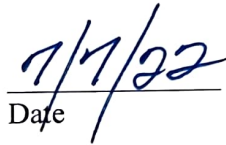
Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and program requirements.

Section 3 --It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

HOME-ARP Certification --It will use HOME-ARP funds consistent with Section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2) and the CPD Notice: *Requirements for the Use of Funds in the HOME-American Rescue Plan Program*, as may be amended by HUD, for eligible activities and costs, including the HOME-ARP Notice requirements that activities are consistent with its accepted HOME-ARP allocation plan and that HOME-ARP funds will not be used for prohibited activities or costs, as described in the HOME-ARP Notice.



Signature of Authorized Official



Date

Mayor

Title

Appendix 4: The Way Home's Coordinated Access System Operations Manual





System Operations Manual
TX – 700 Continuum of Care

[illegible]

- ❖ Facilitate exits from homelessness to stable housing in the most rapid manner possible given available resources;
- ❖ Ensure that clients gain access as efficiently and effectively as possible to the type of intervention most appropriate to their immediate and long-term housing needs;
- ❖ Ensure that people who have been homeless the longest and/or are the most vulnerable have priority access to scarce permanent supportive housing resources.

To achieve these objectives the *Coordinated Access System* includes:

- ❖ A **uniform and standard assessment process** to be used for all those seeking assistance and procedures for determining the appropriate next level of assistance to resolve the homelessness of those living in shelters, on the streets, or places not meant for human habitation;
- ❖ Establishment of **uniform guidelines** among components of homeless assistance (rapid rehousing and permanent supportive housing) regarding: eligibility for services, priority populations, expected outcomes, and targets for length of stay;
- ❖ Agreed upon **prioritization for accessing homeless assistance**;
- ❖ **Referral policies and procedures** from the system of coordinated access to homeless services providers to facilitate access to services;
- ❖ The **policies and procedure manual** contained herein and detailing the operations of the *Coordinated Access System*.

The implementation of the *Coordinated Access System* necessitates significant, community-wide change. To help ensure that the system will be effective and manageable for homeless persons and persons at-risk of homelessness and for the housing and service providers tasked with meeting their needs, a comprehensive group of stakeholders was involved in its design. In addition, particularly during the early stages of implementation, the TX-700 Continuum of Care anticipates adjustments to the processes described in this manual. A periodic evaluation of the *Coordinated Access System* will provide ongoing opportunities for stakeholder feedback. The *Coordinating Entity* will be responsible for monitoring the *Coordinated Access System*.

HIV/AIDS Criteria Includes the disease of acquired immunodeficiency syndrome (AIDS) or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome, including infection with the human immunodeficiency virus (HIV).

Literally Homeless (HUD Homeless Definition Category 1):

(1) Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: (i) Has a primary nighttime residence that is a public or private place not meant for human habitation; (ii) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or (iii) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

At imminent risk of homelessness (HUD Homeless Definition Category 2)

Individual or family who will imminently lose their primary nighttime residence, provided that: (i) Residence will be lost within 14 days of the date of application for homeless assistance; (ii) No subsequent residence has been identified; and (iii) The individual or family lacks the resources or support networks needed to obtain other permanent housing

Homeless under other Federal statutes (HUD Homeless Definition Category 3)

Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who: (i) Are defined as homeless under the other listed federal statutes; (ii) have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance; (iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and (iv) can be expected to continue in such status for an extended period of time due to special needs or barriers

Fleeing domestic abuse or violence (HUD Homeless Definition Category 4)

Any individual or family who: (i) Is fleeing, or is attempting to flee, domestic violence; (ii) Has no other residence; and (iii) Lacks the resources or support networks to obtain other permanent housing

2019 Area Median Income Limits (Houston, Baytown, Sugarland, Metro Area)

Household Size	30% Area Median Income (HUD Extremely Low Income Limit)	50% Area Median Income (HUD Very Low Income Limit)	80% Area Median Income (HUD Low Income Limit)
1 person	16,050	26,750	42,750
2 persons	18,350	30,550	48,850
3 persons	21,330	34,350	54,950
4 persons	25,750	38,150	61,050
5 persons	30,170	41,250	65,950
6 persons	34,590	44,300	70,850
7 persons	39,010	47,350	75,750
8 persons	43,430	50,400	80,600

Authorized User Agencies - Housing providers who wish to or are required to participate in the *Coordinated Access System*. Authorized User Agencies sign a Memorandum of Understanding to have access to the database to interview and enroll households for vacancies/anticipated vacancies or during lease up of new PSH programs.

Target Population

The *Coordinated Access System* is open to all households who meet the HUD definition of homeless, as outlined in the new HEARTH Act regulations, and have incomes below 50% of the Area Median Income. The system uses a locally developed prioritization tool (described in Definitions & located in the Appendix of this manual) to rank Applicants in order of vulnerability, with the most vulnerable households ranked at the top.

System Overview and Workflow

To illustrate how the *Coordinated Access System* functions, the following overview provides a brief description of the path a household would follow from an initial request for housing through permanent housing placement. The overview also describes roles and expectations of the partner organizations that play a critical role in the system. Additional details can be found in the subsequent sections of this manual and the Coordinated Access workflow.

From Initial Request for Services to Permanent Housing Placement – Pathway through the Coordinated Access System

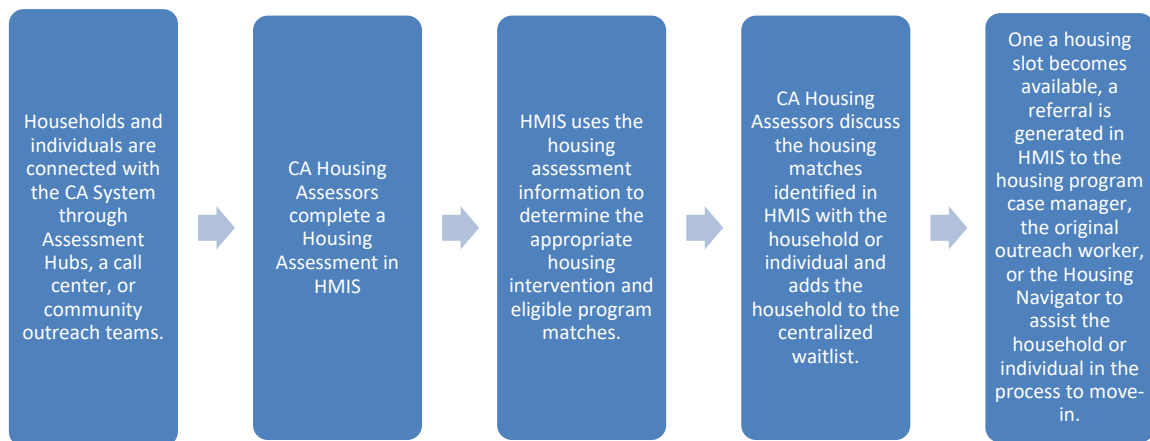
- Step 1: Connecting to the Coordinated Access System/Initial Request for Services - To ensure accessibility to households in need, the *Coordinated Access System* provides access to services from multiple, convenient physical locations. Households in need may initiate a request for services in person through any of the designated *Assessment Hubs*, through the call center, and/or through community outreach teams.

Detailed information regarding Hub locations and hours of operation are posted on the Coalition for the Homeless Houston's website www.homelesshouston.org as well as on the community's website www.thewayhomehouston.org.

- Step 2: Housing Assessment - *Housing Assessors* are available at Assessment Hubs, the call center, and through community outreach staff to conduct the *Coordinated Access Housing Assessment* with households in need. The assessment is completed using HMIS. An additional *Housing Prioritization Tool* is generated in HMIS for all households identified as a match for Permanent Supportive Housing or Rapid Re-housing and to prioritize referrals. Individuals and families must be re-assessed if more than 90 days have passed since the previous assessment and there have been no services in HMIS during that time.

- **Step 3: Housing Match** - Information gathered from the assessment is used to determine which housing intervention is best suited to end the household's homelessness (Permanent Supportive Housing or Rapid Re-housing). HMIS automatically matches households to a particular housing intervention and then a specific housing program based on program eligibility.
- **Step 4: Housing Referral** - Once the recommended intervention and eligible programs have been identified in HMIS, the *Housing Assessor* will add the household member(s) to the *Centralized Waitlist*. Currently there are not enough housing slots available to send referrals in real time.
- **Step 5: Housing Navigation** - After being referred to a housing provider, households will be connected with a *Housing Navigator*. This connection can be made by pulling from the *Coordinated Access Centralized Waitlist*. The *Housing Navigator* can be one of the following: the housing program Case Manager, the original Coordinated Access referring Outreach Worker, or a designated *Coordinated Access Housing Navigator*. The *Housing Navigator* begins the process of securing the identified unit. This process may include, but is not limited to the following activities: Obtaining ID, obtaining social security cards, obtaining homeless verification documents, obtaining a security deposit, obtaining application fees, providing transportation to tour available units, etc. **The process from referral to move in should be completed within 30 days.**
Below is an illustration of the CA Workflow:

Coordinated Access Workflow



Coordinated Access Policies and Procedures

1. Connecting to the Coordinated Access System

- 1.1. Locations & Hours – Assessments are conducted at designated *Assessment Hubs*. A future call center will also be established at one of the *Assessment HUBs*. Current Assessment Hub locations and assessment hours can be found on the Coalition for the Homeless Houston’s website www.homelesshouston.org as well as on the community’s website www.thewayhomehouston.org.
- 1.2. Eligibility – Coordinated Access is intended to facilitate access to the most appropriate housing intervention for each household’s immediate and long-term housing needs and ensure that scarce permanent housing resources are targeted to those who are most vulnerable and/or have been homeless the longest. The *Coordinated Access System* uses the following criteria to accurately match needs to resources:

Permanent Supportive Housing

Permanent housing that is coupled with supportive services that are appropriate to the needs and preferences of residents.

Individuals have leases, must abide by rights and responsibilities, and may remain with no program imposed time limits.

Housing may include various combinations of subsidy resources and services. Supportive housing in Houston is Housing First, and follows a harm reduction philosophy.

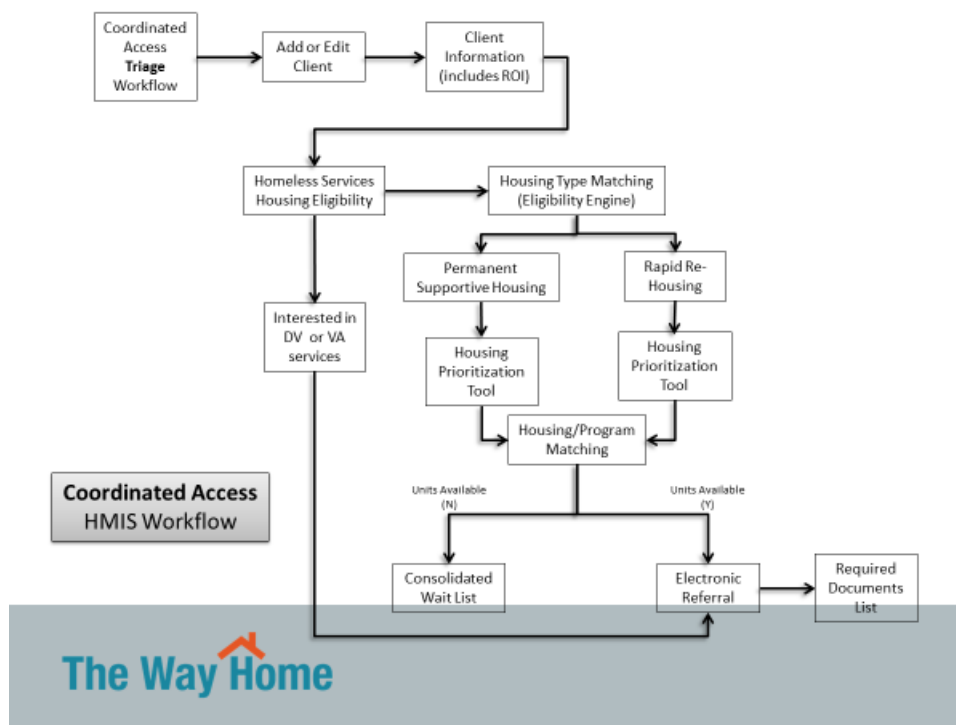
Program Description	Essential Program Elements	Time Frame	Population	Desired /Expected Outcomes
<p>Rental assistance with supportive services for persons who are coming from the street or shelter/interim housing. Majority of programs serve households with a disabled head-of-household, but disability requirement will be based on subsidy source requirements.</p> <p>Programs can operate on a project-based or scattered-site model.</p>	<p>Case Management</p> <ul style="list-style-type: none"> Assistance with lease process Provision of or linkage to: Assessment, Intervention, link to mainstream resources, community building, peer to peer and all other services that assist a person in remaining stably housed Services are voluntary to the clients and are not a condition of the lease <p>Rental Subsidy</p> <ul style="list-style-type: none"> Provides a rental subsidy to make the unit affordable Provides assistance in accessing housing relocation resources/supports (security deposits, utilities, furnishings, etc.) Ensure coordination between property manager or landlord <p>Health Care Access</p> <ul style="list-style-type: none"> Wellness services Physical and mental health services <p>Harm Reduction and Housing First</p> <ul style="list-style-type: none"> All supportive housing embraces and practices Harm Reduction and Housing First Incorporate proven best practices and evidence-based practices Programs do not require sobriety or medication/treatment compliance as a condition of housing attainment or retention 	No time limits	<ul style="list-style-type: none"> Any high needs individual with multiple barriers to housing that is literally homeless (lease-based program) Specialized eligibility requirements for subsidies including veterans, disabled, long term homeless, or domestic violence <p>Prioritizing: Disabling condition and long-term, multiple episodes of homelessness (Housing Prioritization scores of 28 or higher) and veterans</p>	<p>Outcome: Clients will remain in permanent housing.</p> <p>Indicators: Threshold: 80% clients will remain permanently housed for 6 months. Threshold (increasing): 20% of all participants have employment income.</p> <p>Threshold (increasing): 56% of all participants have non-employment income.</p> <p>Threshold (increasing): 56% of participants obtain mainstream benefits.</p>

Rapid Re-Housing for Young Adults (ages 18-24 years old)

Program of stabilization and assessment, focusing on re-housing all persons, regardless of disability or background, as quickly as possible in appropriate permanent housing.

Program Description	Essential Program Elements	Time Frame	Population	Desired /Expected Outcomes
Supportive services program that rapidly re-houses and stabilizes young adults (ages 18-24 years old) who are homeless into appropriate permanent housing with up to 24 months of rental assistance.	<p>Case Management</p> <ul style="list-style-type: none"> Housing navigation Housing stabilization planning using common tools Linkage to mainstream resources Linkage to mental health, medical, and substance use treatment services as appropriate Transportation assistance Financial, lease, household management Negotiating housemate agreements <p>Peer Specialist</p> <ul style="list-style-type: none"> <p>Employment Assistance</p> <ul style="list-style-type: none"> Rapid Employment Model Job coaching Emphasis on retention methods <p>Temporary Financial Assistance</p> <ul style="list-style-type: none"> Rental assistance based on lease and housing stabilization plan Utility assistance Childcare <p>Best Practices/Evidence-Based Practices</p> <ul style="list-style-type: none"> Developmentally appropriate program models are employed Trauma-informed programming and housing Self-Sufficiency focused case planning Job coaching, rapid employment and job retention practices are incorporated into program Housing embraces and practices Harm Reduction and Housing First Incorporate proven best practices and evidence-based practices Programs do not require sobriety or medication/treatment compliance as a condition of housing attainment or retention 	Up to 24 months of rent subsidy and supportive services, during which households are stabilized	<p>Literally homeless 18-24 year old households or those residing in shelters. LGBTQ young adults, pregnant and parenting young adults, young adults with extensive involvement in juvenile justice system and/or child welfare system.</p> <p>May be used as a bridge to PSH</p> <p>Priority populations: Households who are transgender, pregnant and parenting, or lesbian, gay or bisexual.</p>	<p>Outcome: Young adult households will secure and maintain employment and permanent housing.</p> <p>Indicators:</p> <p>The Way Home CoC Threshold: 80% of households will exit to permanent housing.</p> <p>The Way Home CoC Threshold: 70% of households remain housed 3 months after exit.</p> <p>The Way Home CoC Threshold: 70% of households increase income during program enrollment.</p> <p>The Way Home CoC Threshold: 70% of participants obtain mainstream benefits.</p>

2.2. HMIS Workflow – The workflow below outlines the CA steps in HMIS:



2.3. Release of Information – All clients must sign a release of information prior to the assessment process.

2.4. Client Photos – Photos can be taken at the time of assessment but are not required. If a photo is taken and uploaded into HMIS, a photo release must be signed by the client prior to the photo being taken.

2.5. Timeline - The *Housing Assessor* notifies the client of his/her eligibility and referral decision immediately. Once a referral is made, the *Receiving Program* has 24 business hours to acknowledge the receipt of the referral. The *Receiving Program* must then enroll or deny the referral within 7 days. The *Receiving Program* can reject or deny the referral if the assigned case manager has been unable to contact the household after 7 days. If a household shows up at the *Receiving Program* after the 7 days have expired, the case manager will assist the household in reentering the system through the CAS. All of this information is tracked in HMIS.

3. Housing Matching

3.1. CFTH HMIS Responsibilities – HMIS Staff at the Coalition for the Homeless is responsible for the daily administration of the HMIS software and providing technical assistance and user training to participating agencies and end-users.

3.2. Housing Navigators

3.2.1. Roles and Responsibilities - *Housing Navigators* are staff from designated community agencies. *Housing Navigators* office out of *Assessment Hubs*, their home agencies, or in the field. All *Housing Navigators* work with individuals that do not have an existing case manager and would like assistance in navigating the process of securing housing from housing referral to “lease up”. The *Housing Navigator* provides the client with a welcome letter explaining both the client and staff’s role in the program. Both the client and staff sign the letter and it is maintained in the client’s chart. All *Housing Navigators*, *Outreach Workers*, and *Case Managers* operating as *Housing Navigators* carry the following responsibilities:

- Assisting client in obtaining necessary documentation required for housing
- Collecting & uploading necessary documentation, securing additional financial assistance if needed, providing transportation, accompaniment to potential housing options, etc.
- Assisting clients in navigating any challenges related to the housing process (application and/or inspection process, landlord negotiation, etc.)
- Participation in case conferences
- Responding to requests by the *Coordinating Entity*, as appropriate.

3.2.2. Training Requirements – *Housing Navigators* are trained by the *Coordinating Entity*. The training consists of the 6 hours “Housing Navigator Orientation” in addition to training HMIS training on the Coordinated Access workflow in HMIS.

3.3. Timeline - Once the *Housing Assessor* has made contact with the client’s Case Manager or *Housing Navigator*, that worker contacts the client within 24 hours and begins the process of scheduling intake appointments. This information is tracked in HMIS.

3.4. Unit Availability/Vacancy Posting – All Rapid Re-housing and Permanent Supportive Housing Programs are required to post vacancies in HMIS within 24 business hours of unit/bed availability. If providers know of an impending vacancy, they are able to post the anticipated availability date up to 14 days before unit vacancy. Programs must update vacancy information in HMIS within 24 business hours of a unit/bed being filled. This information is crucial in determining what resources are available and where to send a client needing housing.

4. Housing Referral

- 4.1. Waitlist – There is one *Centralized Waitlist* for both permanent supportive housing and rapid re-housing:
- 4.1.1. Permanent supportive housing is dedicated to households and individuals that are chronically homeless followed by a prioritization score of 28 or higher.
 - 4.1.2. Rapid re-housing plus is dedicated to households and individuals with high vulnerability scores but are not chronically homeless, followed by a prioritization score between 18-27. This housing intervention is extremely scarce, so long waits are to be expected.
 - 4.1.3. Rapid re-housing is dedicated to households and individuals that are not chronically homeless, followed by a prioritization score between 10-17.
 - 4.1.4. If the waitlist indicates an opening for either PSH or RRH, a referral to that opening will be generated in HMIS by an Assessor.
 - 4.1.5. If the program to which the referral was made is one that requires a Navigator, then the Assessor will also generate a referral to the appropriate Navigator.
 - 4.1.6. Navigators or Case Managers attempt to make contact with the client for seven (7) business days.
 - 4.1.7. If the client cannot be contacted within that timeframe, then staff move on to the next client on the list.
 - 4.1.8. Once staff makes contact with the client, the client must decide immediately whether to accept or decline the unit.
 - 4.1.9. If the client accepts the unit, he/she moves forward in the next steps towards move-in.
 - 4.1.10. If the client declines the unit, then the next client on the waitlist is contacted and the client that refused is moved down to the bottom of the appropriate waitlist based on their housing prioritization score.
- 4.2. Receiving Program Responsibilities – Once a referral is made, the *Receiving Program* has 24 business hours to acknowledge the receipt of the referral. The *Receiving Program* must then enroll or deny the referral within 7 days. The *Receiving Program* can reject or deny the referral if the assigned case manager has been unable to contact the household after seven (7) days. If a household shows up at the *Receiving Program* after the seven (7) days have expired, the case manager will assist the household in reentering the system through the CAS. All of this information is tracked in HMIS.

4.2.1. Document Requirement Updates - *Receiving Programs* make eligibility determination decisions within one business day of the intake interview (or when all required application materials are complete). The *Receiving Program* orally reviews the intake decision notification with the client to ensure that the client understands the decision, and applicable next steps, including the client's right to appeal the decision. An intake decision notification includes at a minimum:

- first available move-in date, if applicable; and
- reason the client cannot enter the program, including reason for rejection by client or program (which includes redirection to the *Housing Navigator*), if applicable.
- instructions for appealing the decision.

4.2.2. Reasons for denial – *Receiving Programs* may only decline individuals and families found eligible for and referred by the *Housing Assessor* under limited circumstances including:

- there is no actual vacancy available;
- the individual or family missed two intake appointments;
- the *Receiving Program* has been unable to make contact with the individual or family for seven (7) consecutive business days;
- the household presents with more people than referred by the *Housing Assessor* and the *Receiving Program* cannot accommodate the increase;
- the individual or family was denied by independent property owner/landlord due to certain criminal behaviors; or
- based on their individual program policies and procedures the *Receiving Program* has determined that the individual or family cannot be safely accommodated or cannot meet tenancy obligations with the supports provided by the program.

Programs may not decline persons with psychiatric disabilities for refusal to participate in mental health services. The *Receiving Program* must update the referral outcome in HMIS for any decisions to accept or reject a client. If the ineligible client has not otherwise been accommodated for the night, e.g. via an intervention by emergency services, the *Receiving Program* must notify the *Housing Navigator*, refer the client back, and document that outcome in HMIS. Reason for denial forms must be submitted to the client the same day the decision was made if possible.

—

- Reduced rate of people becoming homeless for first time

Termination

Any Authorized User Agency may terminate their participation in the *Coordinated Access System* by giving written notice. Housing programs that are required to participate due to HUD guidelines will need HUD approval to terminate participation.

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E. Coordinated Access User Agency MOU33

Last Four of Social Security Number_____

A. History of Homelessness

Are you homeless because someone is hurting you? ☐ Yes ☐ No

Are you interested in accessing DV services? ☐ Yes ☐ No

Would you like a referral to access DV services? ☐ Yes ☐ No

If yes, refer directly to a domestic violence service agency for appropriate housing.

B. Health History

Have you been diagnosed with any of the following?

Check all that apply.

- ☐ Serious mental illness
- ☐ Developmental disability
- ☐ Chronic physical illness or disability that limits your ability to work or perform daily activities
- ☐ HIV/AIDS

☐ Substance Use Disorder

How frequently do you use? ☐ Daily ☐ Weekly

☐ Monthly ☐ No longer using

☐ Have you ever been involuntarily hospitalized for a mental health condition? ☐ Yes ☐ No

☐ How many times have you been to the ER in the past 2 years? _____

Do you have health insurance? ☐ Yes ☐ No

If yes: What type of insurance do you have?

- ☐ VA ☐ Medicaid ☐ Medicare ☐ Gold Card
- ☐ Private ☐ Other

If Medicare or Medicaid: Who is your insurance company?

- ☐ United Healthcare ☐ Molina
- ☐ Amerigroup/Anthem

C. Criminal History

1. How many times have you been incarcerated/in jail in the past 2 years?

2. Do you have a past felony conviction(s)?

☐ Yes ☐ No

3. Have you or anyone who will live with you been convicted of a sexual offense?

☐ Yes ☐ No

C. Employment & Income

Please describe your current employment situation or income received

1. Do you currently have income? ☐ Yes ☐ No

If yes, how much? _____

2. Where does your income come from?

☐ Employment ☐ SSI/SSDI ☐ VA ☐ Retirement

3. When was the last time you worked?

☐ Currently employed ☐ 30 days ☐ 31-90 days
☐ 3-6 months ☐ 6-12 months ☐ 1 yr or more

4. How often do you go to Workforce Solutions?

☐ Every Day (Where? _____)

☐ Once per week ☐ Once a month

☐ Twice a year ☐ Never

5. Do you need to secure disability income?

☐ Yes ☐ No


If yes: ☐ Are you currently applying?

☐ Were you in Special Ed classes?

☐ Have you seen a doctor in the past 6 months?

☐ Have you ever been involuntarily hospitalized for a mental health condition?

☐ Have you been diagnosed with any life threatening conditions? (_____)

	Coalition for the Homeless of Houston/Harris County Subject: Service Delivery <i>Applies to: The Way Home</i>	Housing Prioritization <i>Effective: 11/18/2018</i>
-----------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------

PURPOSE:

To ensure that homeless individuals and families assessed through Coordinated Access receive services in the most expedient way possible and that access to homeless assistance prioritizes those with the greatest needs who are least likely to end their homelessness in the absence of CoC support.

POLICY:

It is the policy of The Way Home that individuals and families with the most severe service needs and the longest lengths of time homeless are prioritized for housing.

PROCEDURE:

The Harris, Montgomery, and Fort Bend County Continuum of Care and The Way Home, with the input from area homeless providers, have established guidelines that outline the order of priority for housing homeless individuals and families. All current and newly developed Permanent Supportive Housing beds have been dedicated to individuals and families that are chronically homeless. All Permanent Supportive Housing turn-over beds have been prioritized for individuals and families that are chronically homeless. All Rapid Rehousing beds have been dedicated to literally homeless individuals and families. The goal of this policy is to ensure that those individuals and families who have spent the longest times in places not meant for human habitation or in emergency shelters, and who have the most severe service needs are prioritized for housing. Severity of service needs refers to individuals or families who have a history of high utilization of crisis services such as emergency rooms, jails, and psychiatric facilities and significant health or behavioral challenges such as substance use disorders or functional impairments.

ORDER OF PRIORITY IN CoC PROGRAM FUNDED PERMANENT SUPPORTIVE HOUSING

1. **First Priority – Chronically homeless individuals and families with a disability with the longest history of homelessness and the most severe service needs.**
 - a. The chronically homeless individual, head of household of a family, or youth, when assessed through Coordinated Access, will be assigned a vulnerability score between 28-51, with 51 being the most severe service needs.
2. **Second Priority – Literally homeless individuals and families with a disability and the most severe service needs.**
 - a. The literally homeless individual, head of household of a family, or youth, when assessed through Coordinated Access, will be assigned a vulnerability score between 18-27, with 27 being the most severe service needs; and
 - i. the CoC has not identified any chronically homeless individuals, families, or youth who meets all of the criteria for housing under the first priority.
3. **Third Priority – Literally homeless individuals and families with the most severe service needs.**
 - a. The literally homeless individual, head of household of a family, or youth, when assessed through Coordinated Access, will be assigned a vulnerability score between 18-27, with 27 being the most severe service needs; and
 - i. the CoC has not identified any chronically homeless individuals, families, or youth who meets all of the criteria for housing under the first priority.

ORDER OF PRIORITY IN CoC AND ESG PROGRAM FUNDED RAPID REHOUSING

1. **Priority – Literally homeless individuals and families**

Housing Prioritization Tool

		Answer	Score
1a	Chronic?	Yes/No/Logic	25
1b	Where did you sleep last night? (only show if chronic = no)	Streets/Logic	4
1c		Shelter/Logic	2
1d	Have you been homeless before? (only show if chronic = no)	Yes	2
1e	How many times have you been homeless in the past 3 years? (only show if chronic = no)	>4	2
2	Frequent yes/no from dashboard (don't ask)	Yes	2
3	Do you or anyone in your household have a disabling condition? (only show if chronic = no)	Yes/Logic	4
4	How many times in the past 6 months have you accessed medical services in the ER?	1/Logic	1
		2	2
		3	3
		4	4
		5+	5
5a	Do you have a serious physical health condition that requires frequent medical care? (Examples: symptomatic AIDS, cancer, tracheotomy, colostomy, open wounds with instructions to keep clean, end-stage renal disease, end-stage liver disease, amyotrophic lateral sclerosis (ALS or Lou Gherig's disease) terminal illness, or in hospice)	Yes/No/Logic	3
5b	Observation: Assessor, do you observe signs or symptoms of a serious physical health condition?	Yes	5
6a	Has a doctor or professional ever recommended mental health services?	Yes/No/Logic	2
6b	Observation: Assessor, do you observe signs or symptoms of a mental health condition?	Yes	2
7a	In the past year, have your drugs or alcohol usage had a negative impact on your life?	Yes/No/Logic	2
7b	Observation: Assessor, do you observe signs or symptoms of drugs or alcohol use?	Yes	2
8	How many times in the past year have you been arrested or been in jail/prison/juvenile detention?	1/Logic	1
		2	2
		3	3
		4	4
		5+	5
9	Have you experienced domestic violence in the past 60 days?	Yes	2
10a	Has someone asked (or forced) you to have sex or sell anything in exchange for something?	Yes	1
10b	Is someone threatening to harm you or your family if you don't do what they ask?	Yes	1
11	Do you have income?	No/Logic	1
PSH: 28+		Chronic Max:	51
Non C: 27-18		Non-chronic Max:	38



600 Jefferson, Suite 920
Houston, Texas 77002
713-739-7514
Fax 713-739-8038
www.homelesshouston.org

Coordinated Access System

Memorandum of Understanding (MOU) between the **Coalition for the Homeless Houston/Harris County (CFTH)**, and _____



600 Jefferson, Suite 920
Houston, Texas 77002
713-739-7514
Fax 713-739-8038
www.homelesshouston.org

This MOU can be expanded, modified, or amended, as needed, at any time by the consent of all agencies.

This MOU shall be in effect until the end of this project unless terminated by mutual agreement in writing prior to the project end date.

By: _____

Name: _____

Title: _____

Date: _____

**COALITION FOR THE HOMELESS OF
HOUSTON/HARRIS COUNTY**

By: _____

Name: _____

Title: _____

Date: _____

Appendix 5: The Domestic Violence Coordinated Access Operations Manual



The Safe Way Home

Changing the Path for Houston's Homeless

Domestic Violence Coordinated Access System Operations Manual

(2nd Printed Edition, May 2021)

TX – 700 Continuum of Care
Harris, Ft. Bend, and Montgomery Counties



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- ❖ Ensure that survivors gain access as efficiently and effectively as possible to the type of intervention most appropriate to their immediate and long-term housing needs;
- ❖ Ensure that people who have been homeless the longest and/or are the most vulnerable have priority access to scarce permanent supportive housing resources.

To achieve these objectives, the *Domestic Violence Coordinated Access System* includes:

- ❖ A **uniform and standard assessment process** to be used for all those seeking assistance and procedures for determining the appropriate next level of assistance to resolve the homelessness;
- ❖ Establishment of **uniform guidelines** among all the domestic violence service providers for rapid rehousing (RRH) and permanent supportive housing (PSH) regarding: eligibility for services, priority populations, expected outcomes, and targets for length of stay;
- ❖ Agreed upon **prioritization for accessing homeless assistance**;
- ❖ **Referral policies and procedures** from the system of coordinated access to domestic violence agencies;
- ❖ The **policies and procedure operations manual** contained herein and detailing the operations of the *Domestic Violence Coordinated Access System*.

The implementation of the *Domestic Violence Coordinated Access System* necessitates significant, community-wide change. To help ensure that the system will be effective and manageable for persons at-risk of homelessness due to fleeing domestic violence and for the housing and service providers tasked with meeting their needs, a comprehensive group of stakeholders was involved in its design. In addition, particularly during the early stages of implementation, adjustments to the processes described in this manual were both anticipated and accomplished. A periodic evaluation of the *Domestic Violence Coordinated Access System* will provide ongoing opportunities for stakeholder feedback. In fact, survivor focus groups were convened at four different DV service provider locations to elicit feedback about what created their homeless crisis, what helped them solve their homeless crisis, and what service providers could do better. The *Domestic Violence Coordinating Entity* will be responsible for monitoring the *Domestic Violence Coordinated Access System*.

History of DV Coordinated Access in Greater Houston, Harris County, Ft. Bend

Pursuant to the interim Continuum of Care regulations under the new HEARTH Act passed in 2012, communities were required to establish a centralized or coordinated assessment system that conducts assessments of homeless families and matches them based on specific needs. During this time, HUD identified individuals and families impacted by domestic violence, sexual assault, and stalking as a population that should access services through a coordinated system. While HUD has not decided if victim service providers should be exempt from participating in a process, providers in the Houston area decided to proactively address the issue. In June of 2014

HIV/AIDS Criteria Includes the disease of acquired immunodeficiency syndrome (AIDS) or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome, including infection with the human immunodeficiency virus (HIV).

Literally Homeless (HUD Homeless Definition Category 1):

(1) Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: (i) Has a primary nighttime residence that is a public or private place not meant for human habitation; (ii) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or (iii) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

At imminent risk of homelessness (HUD Homeless Definition Category 2)

Individual or family who will imminently lose their primary nighttime residence, provided that: (i) Residence will be lost within 14 days of the date of application for homeless assistance; (ii) No subsequent residence has been identified; and (iii) The individual or family lacks the resources or support networks needed to obtain other permanent housing

Homeless under other Federal statutes (HUD Homeless Definition Category 3)

Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who: (i) Are defined as homeless under the other listed federal statutes; (ii) have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance; (iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and (iv) can be expected to continue in such status for an extended period of time due to special needs or barriers

Fleeing domestic abuse or violence (HUD Homeless Definition Category 4)

(1) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; and (2) Has no other residence; and (3) Lacks the resources or support networks to obtain other permanent housing. * This includes survivors of human trafficking.*

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	<ul style="list-style-type: none"> • Counseling Groups/Individual • Child Services • Child Advocacy • DV/SV educational programming • Life Skills • Utility assistance • Employment and Education services 			<p>90% of persons participating more than 90 days had a Positive Exit</p> <p><40% of persons participating less than 90 days had a Positive Exit</p> <p>80% of persons participating less than 90 days had a Positive Exit</p>
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EPPA and the DA score is added into the EPPA for a total score of client prioritization (See Appendix for copies of the DA and EPPA). Additionally, the agencies are identified by numbers to increase client confidentiality.

1: BATP 2: TBOTW 3: FBWC 4: HAWC 5: Daya 6: NAM 7: MCWC
8: Montrose 9: HCDVCC

The Danger Assessment is an instrument that helps to determine the level of danger an abused woman has of being killed by her intimate partner. The tool was developed by nursing researcher Jacquelyn Campbell (1986) with consultation and content validity support from battered women, shelter workers, law enforcement officials, and other clinical experts on battering. There are two parts to the tool: a calendar and a 20-item scoring instrument.

The calendar helps to assess severity and frequency of battering during the past year. The woman is asked to mark the approximate days when physically abusive incidents occurred, and to rank the severity of the incident on a 1 to 5 (1=slap, pushing, no injuries and/or lasting pain through 5=use of weapon, wounds from weapon) scale. The calendar portion was conceptualized as a way to raise the consciousness of the woman and reduce the denial and minimization of the abuse, especially since using a calendar increases accurate recall in other situations.

The 20-item instrument uses a weighted system to score yes/no responses to risk factors associated with intimate partner homicide. Some of the risk factors include past death threats, partner's employment status, and partner's access to a gun. The Campbell Danger Assessment is normed for heterosexual female survivors and a separate inventory has been developed for immigrant women and women in same-sex relationships. (See Appendix for instruments). (During the first year of operation the Housing Liaison team considered developing additional instruments for sexual assault survivors, human trafficking survivors, family violence survivors, and same-sex male survivors, but the numbers were so low that it was not practical at this time). See Section 2.1.3 for instructions on assessing sexual assault survivors.

The EPPA also details secondary prioritization in the case of tie scores when clients are selected, including veteran status, prioritization score, length of homelessness, and date of assessment.

However, it is important to note that the objective prioritization scores will be considered in tandem with the more subjective determinants of survivor safety and choice.

The EPPA and the DA are also located in the appendices of the operations manual.

Navigating the SharePoint Site

Due to issues of confidentiality, privacy, and safety, the DV CA service providers do not enter clients' personal information into our online database hosted on a SharePoint site. SharePoint is a browser-based collaborative and document management platform created by Microsoft. Users must be invited to the site to be able to log on and the site is password protected. The SharePoint site contains a combined PSH and RRH assessment list, ranked by EPPA prioritization scores, with the highest score receiving the highest priority on the waiting list. In accordance with the Violence Against Women Act (VAWA) and Family Violence Prevention and Services Act



4. When you're done, click the **X** in the upper right corner.

Access Version History from Detailed Data Entry Page

1. Click the client ID of the data entry you want to view in detail, if you have not done so already.
2. From the **View** tab in the ribbon, click **Version History**.
3. Click the date and time stamp of the version you want to view.
4. When you're done, click the browser back button once to return to Version History or twice to return to the data entry.

Restore a Version from the Version History

If you ever want to restore a previous version of a data entry, you can follow the access steps above to reach the date and time stamp link for the version history. At that point do the following:

1. Hover your mouse over the date and time stamp link for the earlier version you want to restore and click the down arrow to show the menu.
2. From the menu, select **Restore**.
3. You will be prompted to approve making that version the currently approved version. It will add it as a new version to the version history.

What are Views in the Client List?

The data in the client list can be viewed in numerous ways. For example, five people are given the same set of dishes to take home. If you later visit each person and ask to see the dishes you would find them in different locations and configurations. Each person will organize the dishes based on their personal needs and use. The data in the client list works the same way. You can create and save a view of the data based on your needs. Your view will be stored with the list and always accessible.

Views can be used to:

- Show/hide columns
- Sort by one or two different columns
- Filter data based on column fields
- Group data by one or two different columns
- Generate totals for select columns

For example, you can have a view that filters out any clients who do not have a resolution and who have been sexually abused, group them by fleeing zip and then by referral date, and also show a total of how many clients meet these parameters.

Use Sorting to Modify the Client List View

Sorting helps you organize your data into a specific order based on column data. There are two ways to sort your client list view, a quick sort from the view itself which is temporary, or by creating a view where your



HCDVCC Home

Intake Processing

Intake Processing Form Help

Training Exercises

EDIT LINKS

Intake Processing

Home

Documents

Recent

- Projects
- Unit Availability
- Intake Processing**
- Contacts
- Calendar
- Site Contents
- Pages
- Subsites
- Training Exercises
- Recycle Bin
- EDIT LINKS

Add New Client or edit this list

(1) Assessment List

(2) Received

(3) City ESG

...

Find an item



	✓	Client Identifier	Edit	Fleeing Zip	EPPA Score	Referring Agency	Assessment Date	Reassessment Date	Living Situation	Number in Household	On PSH List	Recycled History
1		3104557		77471	34	FBWC	10/11/2017	4/25/2018	Staying with family (abuser knows location)	1	Yes	
2		3100275		77469	31	FBWC	6/30/2017	4/23/2018	Staying with family (abuser knows location)	4	No	First recycle
3		142148		77530	31	HAWC	2/2/2018		Emergency shelter	2	No	
4		3105250		77083	31	FBWC	3/12/2018		Home with abuser	3	No	
5		3104768		79549	30	FBWC	11/13/2017		Staying with friend (abuser knows location)	1	No	
6		2369		77546	30	TBOTW	11/21/2017		Emergency shelter	4	Yes	First recycle
7		4142367		77449	30	HAWC	1/18/2018		Emergency shelter	5	No	
8		4141716		77433	30	HAWC	11/30/2017		Emergency shelter	1	Yes	
9		4142375		77471	30	HAWC	1/24/2018		Emergency shelter	4	No	
10		3105120		77407	30	FBWC	4/25/2018		Home with abuser	4	No	
11		4141205			29	HAWC	11/16/2017		Staying with friend (abuser knows location)	1	Yes	
12		3104923		77488	29	FBWC	12/12/2017		Staying with family (abuser knows location)	3	No	
13		4142310		77049	29	HAWC	1/11/2018		Emergency shelter	4	No	



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Referral and Assessment List

✓	ID	Client Identifier	EPPA Score	Living Situation	Referring Agency
	1793	4140801	...	52 Emergency shelter	HAWC
	2080	2388	...	52 Emergency shelter	TBOTW
	1504	3104042	...	51 Emergency shelter	FBWC
	1852	3104614	...	51 Emergency shelter	FBWC
	1794	474	...	50 Staying with family (abuser knows location)	HAWC
	1943	2370	...	50 Emergency shelter	TBOTW
	2088	4126431	...	50 Staying with friend (abuser knows location)	HAWC
	2100	487	...	50 Staying with friend (abuser knows location)	HAWC
	2101	4142215	...	50 Other (specify in notes)	HAWC
✓	2165	4111429	...	50 Emergency shelter	HAWC

1 - 10

Unit Availability

+ new item or edit this list

✓	Agency	CoC RRH	CoC PSH	ESG Houston	ESG Pasadena	Modified
	BATP	0	0	0	0	January 29
	Daya	1	0	0	0	January 24
	FBWC	0	3	0	0	March 6
	HAWC	10	0	3	0	January 11
	TBOTW	5	0	0	0	January 22

Documents

+ New Upload Sync Share More

Find a file

- ✓ Name
- Unit Vacancies ...
- Pilot A Full Service Shelter Providers ...

Drag files here to upload

Staffing Roles and Expectations

Continuum of Care – Recognizing the need to stimulate community-wide planning and coordination of programs for individuals and families who are homeless, the U.S. Department of Housing and Urban Development (HUD) in 1994 instituted a requirement for communities to come together to submit a single, comprehensive application for HUD funds for housing and support services for people who have experienced homelessness. The organizational concept to embody this effort is the Continuum of Care (CoC), which is governed by a Steering Committee composed of representatives from across the community. The Houston CoC encompasses Houston and Harris and Fort Bend counties, and its purpose is to:

- Help create integrated, community-wide strategies and plans to prevent and end homelessness;
- Provide coordination among the numerous regional organizations and initiatives that serve the homeless population, and
- Create the region’s single, comprehensive grant application to HUD for McKinney-Vento funding.

Coordinating Entity – The Steering Committee for *The Way Home* of the Coalition for the Homeless Houston (CFTH) recognized the need for a project management entity on the domestic violence side. In 2/11/16 the Steering Committee recommended and approved the Harris County Domestic Violence Coordinating Council (HCDVCC) be appointed and recognized by The Way Home CoC to fulfill these duties and ensure that progress is maintained.

The Harris County Domestic Violence Coordinating Council (HCDVCC) is the designated *Coordinating Entity* for the *Domestic Violence Coordinated Access System*. The *Coordinating Entity* is responsible for the day-to-day administration of the *Domestic Violence Coordinated Access System*, including but not limited to the following:

- Creating and widely disseminating materials regarding services available through the DV *Coordinated Access System* and how to access those services;
- Designing and delivering training at least annually to all key stakeholder organizations, including but not limited to the required training for DV CA staff;
- Ensuring that pertinent information is entered into SharePoint for monitoring and tracking the process of referrals including unit availability reporting and completion of assessments;

- Managing an eligibility determination appeals process in compliance with the protocols described in this manual;
- Designing and executing ongoing quality control activities to ensure clarity, transparency, and consistency in order to remain accountable to clients, referral sources, and homeless service providers throughout the coordinated access process;
- Periodically evaluating efforts to ensure that the *Domestic Violence Coordinated Access System* is functioning as intended;
- Making periodic adjustments to the *Domestic Violence Coordinated Access System* as determined to be necessary;
- Ensuring that evaluation and adjustment processes are informed by a broad and representative group of stakeholders;
- Updating policies and procedures;
- Managing all PR requests related to *Domestic Violence Coordinated Access System*; and
- Assessing and making recommendations for funding and staffing positions to support the work of a coordinated system
- Keeping the Steering Committee informed
- Working with the Steering Committee and the Coalition for the Homeless to increase housing inventory.

Project Manager – The *HCDVCC* staffs the *Domestic Violence Coordinated Access System* Project Manager position. The project manager role involves management of the DV Coordinated Access System, including but not limited to the following:

- Serving as point person and lead to the work group;
- Reporting to the Steering Committee;
- Providing Coordinated Access training to participating agencies;
- Creating and administering the SharePoint;
- Generating any necessary reports;
- Communicating to user agencies and outreach coordinators;
- Coordinating the development of assessment tools and business rules in the Operations Manual; and

- Monitoring system performance (DV CA Staff, SharePoint, Providers, etc.)

Housing Assessors – Agency staff members who visit with clients and assess them for eligibility and prioritization for the assessment list.

Housing Liaisons – The point person for each agency that attends the first and third Thursday of the month multi-agency meetings to solve problems and keep informed

Housing Navigators – In the second year of operations a housing assessor was hired to develop friendly work relationships with landlords and assist in increasing housing options.

Receiving Program - All Rapid Re-housing and Permanent Supportive Housing programs are *Receiving Programs* and are responsible for reporting unit availability to the *Coordinating Entity* in compliance with the protocols described in this manual and also for taking the highest prioritized client off the assessment list when funds/units become available.

Authorized User Agencies - Housing providers who wish to or are required to participate in the *DV Coordinated Access System*. Authorized User Agencies sign a Memorandum of Understanding (MOU) to have access to SharePoint, to maintain a list of available housing, make referrals, and place clients on the appropriate assessment list.

Target Population

The *DV Coordinated Access System* is open to all households who meet the HUD definition of Category 4 homeless, *(1) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence**; and *(2) Has no other residence; and (3) Lacks the resources or support networks to obtain other permanent housing.* * This includes survivors of human trafficking.

The system uses locally developed prioritization tools (described in Definitions & located in the Appendix of this manual) to rank Applicants in order of vulnerability, with the most vulnerable households ranked at the top. On the domestic violence side, the primary indication of vulnerability is a lethality assessment based on the Danger Assessment score.

System Overview and Workflow

To illustrate how the *Domestic Violence Coordinated Access System* functions, the following overview provides a brief description of the path a household would follow from an initial request for housing through housing placement. The overview also describes roles and expectations of the partner organizations that play a critical function in the system. Additional details can be found in the subsequent sections of this manual and the Domestic Violence Coordinated Access workflow diagram.

From Initial Request for Services to Permanent Housing Placement – Pathway through the Coordinated Access System

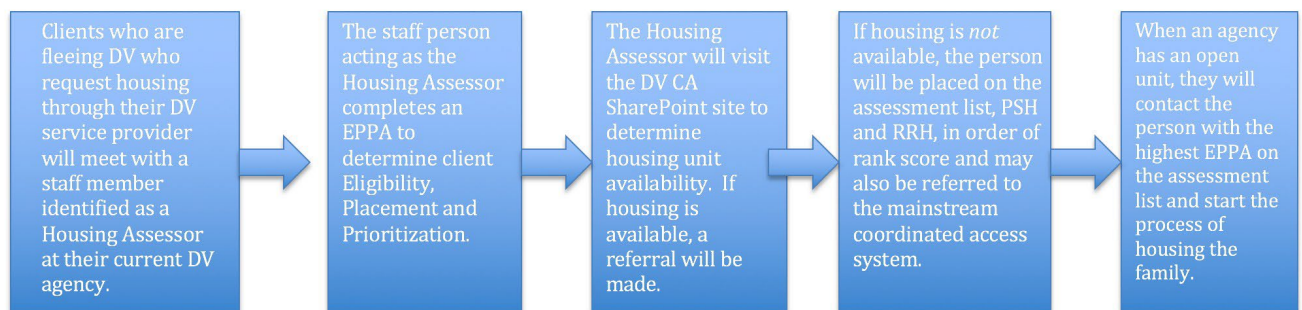
- Step 1: Connecting to the Domestic Violence Coordinated Access System/Initial Request for Services - To ensure accessibility to households in need, the *DV Coordinated Access System* provides access to services from multiple, convenient physical locations at each member agency. These are the domestic violence designated Assessment Hubs. Households in need may contact the agency for services in person or by phone through any of the designated *Assessment Hubs*. Each agency will follow its own intake process, with an abbreviated process acceptable when client safety is in jeopardy.

Step 2: Housing Assessment – Each agency will designate at least one staff member to

- a. The household can be added to the appropriate Assessment List if no open units are available
 - b. If a DV program can document chronic homelessness (three or more shelter stays in a year), the person may be eligible for PSH on the mainstream homeless side and should be referred.
- **Step 5: Housing Navigation** – Our new housing navigator develops working relationships with landlords in order to increase housing options for our clients while also working with housing case managers to find safe housing for DV families.

Below is an illustration of the CA Workflow:

Greater Houston's Domestic Violence Coordinated Access Workflow



DV Coordinated Access Policies and Procedures

1. Connecting to the Domestic Violence Coordinated Access System

- 1.1. **Locations & Hours** – Assessments are conducted by designated assessors at each participating domestic and sexual violence organization, that is, each of the domestic service provider agencies that is a part of the CoC. Their locations are listed in the appendix and hours vary, with most open at least from 9am to 5:30pm, while some also have evening hours. Walk-ins are welcome, but appointments preferred. The Steering Committee selected this de-centralized, rather than centralized, system.
- 1.2. **Eligibility** – DV Coordinated Access is intended to facilitate access to the most appropriate housing intervention for each household's immediate and long-term housing needs and ensure that scarce permanent housing resources are targeted to

- Number/Percentage of referrals that are accepted by receiving program
- Number/Percentages of *Eligibility and Referral Decision* appeals
- Number of program intakes not conducted through *DV Coordinated Access System*
- Completeness of data on assessment and intake forms

These metrics shall also include indicators of the impact of the *DV Coordinated Access System* on system-wide Continuum of Care outcomes, such as:

- Persons referred have length of stays consistent with system guidelines
- Waiting lists are reduced for all services; eliminated for shelter
- Program components meet outcome targets
- Reductions in long term chronic homeless
- Reduction in family homelessness
- Reductions in returns to homelessness
- Reduced rate of people becoming homeless for first time

Termination

Any Authorized User Agency may terminate their participation in the *DV Coordinated Access System* by giving written notice. Housing programs that are required to participate due to HUD guidelines will need HUD approval to terminate participation.

Appendices

Appendix 1: Proposed Community-Wide Prioritization Standards for DV CA

Housing Intervention	Prioritization	Subpopulation	Secondary Prioritization
PSH	1	Chronic Youth	1. Veteran
			2. Prioritization Score
			3. Length of Homelessness
			4. Date of Assessment
	2	Chronic Families	1. Veteran
			2. Prioritization Score
			3. Length of Homelessness
			4. Date of Assessment
	3	Chronic Singles	1. Veteran
			2. Prioritization Score
			3. Length of Homelessness
			4. Date of Assessment
	4	Non-Chronic 19 - 26 Score Youth	1. Veteran
			2. Prioritization Score
			3. Length of Homelessness
			4. Date of Assessment
	5	Non-Chronic 11 - 21 Score Families	1. Veteran
			2. Prioritization Score
			3. Length of Homelessness
			4. Date of Assessment
	6	Non-Chronic High Scoring Singles	1. Veteran
			2. Prioritization Score
			3. Length of Homelessness
			4. Date of Assessment
RRH	1	Non-Chronic and 0-18 Score Youth	1. Veteran
			2. Prioritization Score
			3. Length of Homelessness
			4. Date of Assessment
	2	Non-Chronic and 0-10 Score Families	1. Veteran
			2. Prioritization Score
			3. Length of Homelessness
			4. Date of Assessment
	3	Non-Chronic Singles	1. Veteran
			2. Prioritization Score
			3. Length of Homelessness
			4. Date of Assessment

Federal Prioritizations:

- 1.) Veterans
- 2.) Chronics
- 3.) Families/ Youth
- 4.) Singles

PSH is for:

- 1.) Chronics
- 2.) Youth (Chronic or 19–26 Score)
- 3.) Families (Chronic of 11–21 Score)

RRH is for:

- 1.) Youth (Non–Chronic and 0–18)
- 2.) Families (Non–Chronic and 0–10 Score)
- 3.) Singles (Non–Chronic)

DV Prioritization:

- 1.) Danger Assessment (DA) Score
- 2.) Veterans
- 3.) Chronics
- 4.) Families/ Youth
- 5.) Singles

DV Specific PSH and RRH is for:

- Youth
- Families
- Singles

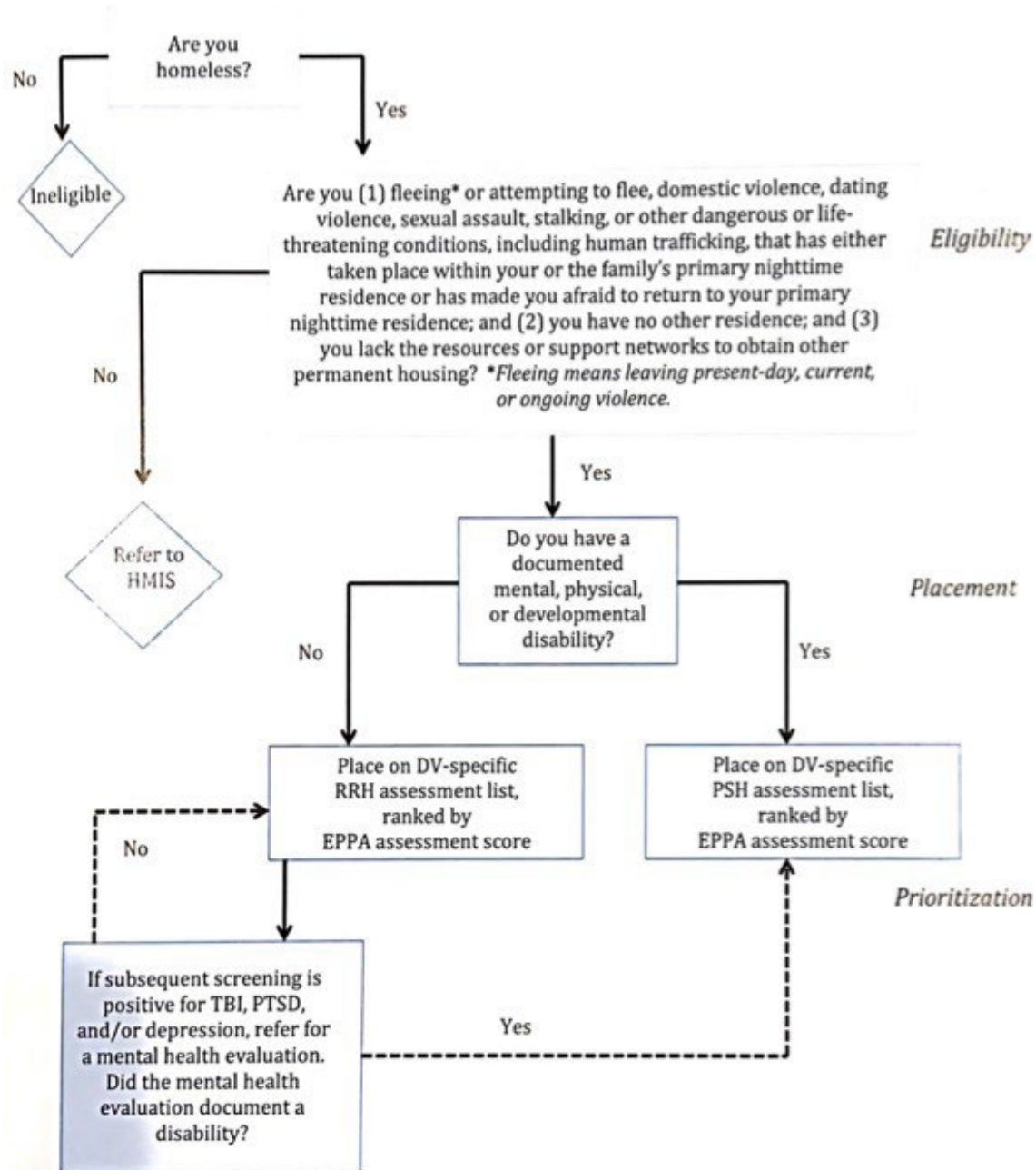
With a DA Score of 10 or higher

Danger Assessment Score trumps every Subpopulation or Third Division on the list

Domestic Violence Coordinated Access for Rapid Rehousing (RRH) and Permanent Supportive Housing (PSH)	
A 3-Step Assessment Tool	
Assessment Date: _____	Shelter entry date: _____
Interview Location: <input type="checkbox"/> 01 <input type="checkbox"/> 02 <input type="checkbox"/> 03 <input type="checkbox"/> 04 <input type="checkbox"/> 05 <input type="checkbox"/> 06 <input type="checkbox"/> 07	Assessor Initials: _____
Client Name: _____	Client ID #: _____
Phone: _____	
Step 1: Eligibility	
1 Are you fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking or any other dangerous or life-threatening conditions that relate to violence against the individual or family member, including a child? (Category 4 definition of homelessness)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2 Was the client a victim of stranger or acquaintance sexual assault OUTSIDE of an intimate partner relationship AND the sexual assault occurred in your home or in the immediate vicinity?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3 a. Did the violence take place in your primary nighttime residence?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
b. Is it safe for you to go back to your primary nighttime residence?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
c. Do you lack the resources or support networks to obtain other permanent housing?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4 a. Was the violence committed by an intimate partner (IPV)? <input type="checkbox"/> Spouse <input type="checkbox"/> Ex-Spouse <input type="checkbox"/> Partner <input type="checkbox"/> Ex-Partner	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
b. Was the violence committed by a family member (FV)? <input type="checkbox"/> Parent/Step-Parent <input type="checkbox"/> Sibling <input type="checkbox"/> Child <input type="checkbox"/> Grand-Parent <input type="checkbox"/> Niece/Nephew <input type="checkbox"/> In-laws <input type="checkbox"/> Other Relative-same household <input type="checkbox"/> Other Relative-different household	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5 Where are you currently staying? <input type="checkbox"/> Home with abuser <input type="checkbox"/> Living with family abuser knows location <input type="checkbox"/> Living with friends abuser knows location	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6 Are you literally homeless? <input type="checkbox"/> Emergency Shelter <input type="checkbox"/> Place not meant for human habitation <input type="checkbox"/> Hotel/motel paid by nonprofit/govt	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ELIGIBLE: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
If ineligible for Domestic Violence Coordinated Access, refer to other homeless services.	
Step 2: Placement (PSH or RRH)	
1 Has a doctor, teacher, or mental health professional told you that you have a disability? Some possible disabilities include: substance use, such as drug addiction or alcoholism; major mental illness, such as serious depression, anxiety, PTSD, thoughts of suicide, hallucinations; developmental disability, such as Down Syndrome, autism, or an intellectual disability or any other similar disability; or a chronic physical illness such as diabetes or HIV/AIDS or a disability that limits your ability to work or perform daily activities. If yes, may be a candidate for PSH.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2 Do you have documentation of the disability?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
HOUSING PLACEMENT: <input type="checkbox"/> PSH <input type="checkbox"/> RRH	
Step 3: Prioritization (Safety and Vulnerability)	
1 What is your most recent score on the Campbell Danger Assessment?	0
2 Age: Are you 25 years or younger or 55 years and older?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3 Are you currently pregnant or have you given birth within the past year?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4 Are you currently living with your abuser?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5 Was the date of the last abusive incident within the last 6 months?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6 Has your abuser told you that if you call law enforcement you will be deported or your children will be taken away?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7 Does your abuser intentionally withhold your immigration documents, fail to file your immigration documents, or threaten to withdraw the petition for your lawful immigration status?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
8 If you are an immigrant, does the abuser prevent you from going to school, learning to drive, getting job training, or learning English?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

9	Do your in-laws influence the abuser to escalate the physical and/or sexual violence?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total Prioritization Score: 0		
Sub prioritization (only to be used as prioritization tie-breaker)		
1	Chronic: How long have you been homeless?	N/A days
2	How long have you been in emergency shelter?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3	Are you a veteran? (If yes, also refer to population-specific resources)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Agency Information		
1	Would you like to be referred to an agency that specializes in LGBTQ services?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2	Do you need culturally specific resources related to the South Asian community?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3	Fleeing Zip Code: _____ Future Zip Code: _____	
4	Number of people in intended household including yourself?	<input type="text"/>
5	Was the client referred to homeless services?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6	Is the client already on the homeless services waiting list?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Client Name: <u>0</u> Client ID #: <u>0</u> updated 6/21/2018		

Path to a Safe Home: Eligibility, Placement, and Prioritization Assessment (EPPA)



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Danger Assessment Certification

_____ has completed the
 Danger Assessment Training Program
 and is **certified** to use the
 Danger Assessment and Levels of Danger Scoring System
 to evaluate the level of danger in domestic violence cases.

Jacquelyn C Campbell, PhD, RN, FAAN Anna D Wolf Chair Associate Dean for Faculty Affairs The Johns Hopkins University School of Nursing		Date
NAME OF VICTIM:		
Danger Assessment Scoring		Revised 2004
Add total number of "Yes" responses, 1 through 19. Add 4 points for a "Yes" to question 2 Add 3 points for each "Yes" to questions 3 and 4. Add 2 points for each "Yes" to questions 5, 6 and 7. Add 1 point for each "Yes" to questions 8 & 9 Subtract 3 points if 3a is checked		
Levels of Danger Less than 8	Variable Danger	TOTAL
8 – 13 14 -17 18 or more	Increased Danger Severe Danger Extreme Danger	Use of this Danger Assessment Scoring system is restricted to _____ Danger Assessment Certified xx/xx/ 2005

Appendix 5: Danger Assessment-Revised

for Use in Abusive Female Same-Sex Relationship

Nancy Glass, PhD, MPH, RN & Jacquelyn C. Campbell, Ph.D., R.N., FAAN

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Several risk factors have been associated with increased risk re-assault of women in abusive same-sex relationships. We cannot predict what will happen in your case, but we would like you to be aware of the danger of repeat abuse and for you to see how many of the risk factors apply to your situation.

Using the calendar, please mark the approximate dates during the past year when you were abused by your partner or ex partner. Write on that date how bad the incident was according to the following scale:

1. Slapping, pushing; no injuries and/or lasting pain
2. Punching, kicking; bruises, cuts, and/or continuing pain
3. "Beating up"; severe contusions, burns, broken bones
4. Threat to use weapon; head injury, internal injury, permanent injury
5. Use of weapon; wounds from weapon

(If **any** of the descriptions for the higher number apply, use the higher number.)

Mark **Yes** or **No** for each of the following. ("She" refers to your female partner or ex- partner)

Yes

- _____ 1. Is she constantly jealous and/or possessive of you?
- _____ 2. Does she try to isolate you socially?
- _____ 3. Has the physical violence increased in severity or frequency over the past year?
- _____ 4. Has she threatened you with a gun over the past year?
- _____ 5. Have you lived with her in the past year?
- _____ 6. Has she ever abused you or threatened to abuse a previous intimate partner, or their family, members or friends?
- _____ 7. Does she use illegal drugs (by illegal I mean "Uppers" or amphetamines, meth, speed, angel dust, cocaine, crack, street drugs, or mixtures) or abuse prescription medication?
- _____ 8. Is she an alcoholic or problem drinker?
- _____ 9. Does she try to control or limit your spirituality?
- _____ 10. Does she constantly blame you and/or put you down?
- _____ 11. Has she destroyed or threatened to destroy things that belong to you?
- _____ 12. Has she threatened to harm a pet, an elderly family member, or a person you care for with a disability?
- _____ 13. Has she ever violated a restraining order?
- _____ 14. Does she stalk you, for example, follow or spy on you, leave threatening notes or messages on your phone, call you when you do not want her to?
- _____ 15. IF you were being abused by her and tried to get help, do you think people would **not** take you seriously?

_____16. If you were being abused by her, would fear of reinforcing negative stereotypes about female same-sex relationships and/or being discriminated against prevent you from seeking help, for example, help from friends, domestic violence advocates, or health care providers?

_____17. If you were having serious difficulties with her, would you keep it a secret out of fear or shame?

_____18. Have **you** threatened for tried to kill yourself?

_____ Total "Yes" Answers

Thank you. Please talk to your nurse, advocate or counselor about what the Danger Assessment means in terms of your situation.

Weighted for DA-R

Yes to item 1 = 4 points

Yes to item 2 = 3 points

Yes to item 3 = 2 points

Yes to item 4= 2 points

Yes to item 5= 2 points

Yes to item 6 = 2 points

Yes to items 7-17 = 1 point each

Item 18 is not scored, assessing her suicide risk, refer as needed



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