**2019**

**Arizona Balance of State Continuum of Care**

**Sub Recipient**

**Request for Information (RFI)**

**for**

**Collaborative Application Narrative**

**DUE: AUGUST 22,2019 @ 5:00 PM**

**This document must be submitted in Word Format. Please save the file with your agency name in the file name before submitting.**

The majority of information gathered this RFI is used to complete AZ Balance of State Continuum of Care (AZBoSCoC) NOFA Collaborative Application Narrative and will not be used for scoring or ranking of renewal projects.

For the purposes of this RFI, household means either individuals or families.

|  |  |
| --- | --- |
| **Name of Agency:** | **Contact Person:** |
| **EMAIL:** | **Phone Number:** |

**CONTINUUM OF CARE ENGAGEMENT**

1. Provide examples about how the LCEH solicits and considers opinions from a broad array of organizations and individuals that have an interest in ending homelessness. Provide examples of sectors that are represented on the LCEH.

2. How is information communicated among the LCEH? How does the LCEH solicit input in addition to regular meetings—i.e. community forums?

3. How is information gathered at public meetings considered as the LCEH implements strategies to end homelessness?

3.a. Describe any innovative approaches that have resulted from LCEH effort.

4. What communication strategies does the LCEH use to ensure effective communication including with individuals with disabilities?

5. How are new members recruited for the LCEH? How often does outreach take place to recruit new members? What efforts take place to recruit individuals with lived experience related to homelessness to become a member of the LCEH?

**DOMESTIC VIOLENCE**

1. How does the agency address the safety needs of domestic violence, dating violence, sexual assault, and stalking survivors?

2. What is the agency’s policy related safety planning for survivors?

3. How does the agency provide trauma informed care? If you don’t use the best practice, who do you collaborate with who does?

4. How does the agency maximize client choice for housing and services while ensuring safety and confidentiality?

5. How does the agency coordinate with victim service providers related to shared training related to coordinated entry that addresses best practices in serving survivors of domestic violence, dating violence, sexual assault, and stalking.

6. HUD requires that Emergency Transfer Plan be in place to support survivors of domestic violence.

<https://www.hud.gov/states/shared/working/r8/mf/whatsnew>

<https://www.leadingage.org/regulation/vawa-reminder-modify-huds-model-emergency-transfer-plan>

<https://www.hud.gov/sites/documents/5381.docx>

a. Describe the agency’s action steps related to the concepts in the Emergency Transfer Plan and how it occurs within your projects?

b. If the agency still needs to implement emergency transfer plans procedures, how will you do it?

7. How does the agency and/or the LCEH coordinate training for staff related to victim services (i.e. Trauma Informed Care, Victim Centered Services, Safety)?

8. How does the LCEH use data to assess the needs related to domestic violence, dating violence, sexual assault, and stalking?

9. If the LCEH has any local data and information, 1) what is the number of survivors of DV that need housing; 2) how many survivors of DV is the LCEH currently serving?

**MOVING ON STRATEGY**

9. How do you coordinate housing options for clients with community PHA? Indicate not applicable if there is no PHA for your community.

10. Do you have any processes in place to work with affordable housing providers in your community(ies) (e.g., multifamily assisted housing owners, PHAs, Low Income Tax Credit (LIHTC) developments, or local low-income housing programs) for the purpose of moving participants from HUD funded program to market housing? ( HUD calls this the Move on Strategy.

**CRIMINALIZATION OF HOMELESSNESS**

11. Provide information about your communities’ policies and/or ordinances related to homelessness and criminalization.

12. What is your involvement with educating elected officials, city and county officials and law enforcement about the impact of criminalization and alternative processes that are effective?

13. What interactions do you have with jails and prisons in your communities?

14. Does your community have community-wide plans related to preventing the criminalization of homelessness? Describe implementation strategies.

**15.** How do you outreach to jails and prisons to ensure that individuals released do not become homeless? How does the community reach out and serve those recently released offenders?

**COORDINATED ENTRY**

16. How does the coordinated entry system covers the entire LCEH geographic area;

17. How does the coordinated entry system reach people who are least likely to apply for homelessness assistance in the absence of special outreach; and

18. How does the assessment process prioritize people most in need of assistance and ensure they receive assistance in a timely manner?

**SEVERITY OF NEEDS AND VULNERABIITIES**

19. How does the agency and the LCEH address the following in developing strategies to address the hardest to serve populations? Discuss vulnerabilities such as low or no income, current or past substance abuse, history of victimization, criminal histories, and chronic homelessness should be included in the response.

**FIRST TIME HOMELESS RISK FACTORS**

20. What risk factors do you use to identify persons becoming homelessness for the first time?

21. What strategies do you use to address individuals and families at risk of becoming homeless? What are your prevention strategies?

22. Do you or another agency provide diversion support for individuals or families to help them divert out the homeless system?

**REDUCE LENGTH OF TIME HOMELESS**

23. What is the agency’s and/or LCEH strategies to reduce the length of time that individuals and families remain homeless?

24. What tools does the LCEH use to identify households that have been homeless the longest?

**EXITS TO PERMANENT HOUSING**

25. What is the agency’s and/or LCEH strategies to increase the rate of households moving from emergency shelter and rapid rehousing (i.e. RRH subsidy ends) to permanent housing destinations?

26. What are the agency’s and/or LCEH strategies to increase the rate of households to remain in permanent housing?

**RETURNS TO HOMELESSNESS**

27. How does the LCEH identify households who return to homelessness?

28. What strategies is the LCEH using to reduce the rate of additional returns to homelessness?

**Employment/Income**

29. What strategies does the LCEH implement to

a. increase employment income?

b. increase access to employment?

30. What agencies does the agency and/or the LCEH work with to help participants become employed? Please describe any strategies specifically targeted to employment barriers and challenges experienced by individuals and families who have experienced homelessness.

**31.** What strategies does the agency and/or the LCEH use to increase non-employment cash income and sources

32. Does the agency and/or the LCEH have a written agreement or partnership with a local workforce development board? If yes, describe.

33. Does the agency and/or the LCEH have a written agreement or partnership with a local education or training organization (i.e. community college, technical school)? If yes, describe.

**PROMOTING EMPLOYMENT, VOLUNTEERISM AND COMMUNITY SERVICE**

34. Check all strategies that the LCEH uses:

[ ]  The LCEH trains provider organization staff on connecting program participants and people experiencing homelessness with education and job training opportunities.

[ ]  The LCEH trains provider organization staff on facilitating informal employment opportunities for program participants and people experiencing homelessness (e.g., babysitting, housekeeping, food delivery).

[ ]  The LCEH trains provider organization staff on connecting program participants with formal employment opportunities.

[ ]  The LCEH works with organizations to create volunteer opportunities for program participants.

[ ]  The LCEH works with community organizations to create opportunities for civic participation for people experiencing homelessness (e.g., townhall forums, meeting with public officials).

[ ]  Provider organizations within the LCEH have incentives for employment and volunteering.

[ ] The LCEH trains provider organization staff on helping program participants budget and maximize their income to maintain stability in permanent housing.

**Education**

35. How does the agency ensure children are enrolled in school and receive educational services, as appropriate? *(Answer N/A only if you do not serve families with children or unaccompanied youth.)*

36. Describe the agency’s and/or LCEH policies and procedures to inform individuals and families who become homeless of their eligibility for education services. Indicate not applicable if you only serve adults.

37. How does the LCEH coordinate and interact with:

a. youth education providers;

b. Local Education Agency (LEA);

c. school districts;

38. Please indicate if the agency has an MOU/MOA or formal partnership agreement with any of the following? (yes or no)

| Type | MOU/MOA | Other Formal Agreement |
| --- | --- | --- |
| Early Childhood Providers |  |  |
| Head Start |  |  |
| Child Care and Development Fund |  |  |
| Federal Home Visiting Program |  |  |
| Healthy Start |  |  |
| Public Pre-K |  |  |
| Birth to 3 |  |  |
| Tribal Home Visiting Program |  |  |
| First Things First Providers |  |  |
| Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |

**MAINSTREAM RESOURCES**

39. Describe how the LCEH systematically keeps program staff up to date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within the geographic area;

40. Describe how the LCEH disseminates the availability of mainstream resources and other assistance information to projects and how often;

41. Describe how the LCEH works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance;

42. Describe how the LCEH provides assistance with the effective utilization of Medicaid and other benefits; and

43. Provide the name of the organization or position title that is responsible for overseeing the LCEH’s strategy for mainstream benefits

**OUTREACH/ENGAGEMENT**

44. What kind of outreach activities does your agency participate in?

45. Are there PATH outreach workers in the communities you serve? If yes, name the community and how your agency interacts with the PATH team.

46. What other outreach is conducted in your community? Examples—Are faith communities involved? Are there congregate meal locations? Are there drop in centers? Do first responders and forest rangers call and make referrals?

47. How is outreach tailored to those that are least likely to request assistance?

48. How often does street outreach take place in the LCEH community (ies)?

TRAINING/STAFF DEVELOPMENT

**The 2018 NOFA has several questions focused on staff development and training this year. To help us answer these questions, provide the following:**

| **Training Topic** | **How do staff participate? (i.e. in person, webinar, on-line** | **What agency provides the training? (i.e. RBHA, RELIAS, etc.)** |
| --- | --- | --- |
|  | **Indicate NA here if staff don’t access this training topic** |  |
| **Equal Access, Cultural competency, Non-Discrimination** |  |  |
| **Anti-discrimination** |  |  |
| **Methods to address discrimination** |  |  |
| **Methods to address discrimination of protective classes** |  |  |
| **Violence Against Women Act** |  |  |
| **VI-SPDAT** |  |  |
| **HMIS use** |  |  |
| **Trauma Informed Care** |  |  |
| **Motivational Interviewing** |  |  |
| **Mainstream Resource Training Indicate Resource here \_\_\_\_\_\_\_\_\_\_** |  |  |
| **SOAR** |  |  |
| **Safety Planning—Victim Centered** |  |  |
| **Fair Housing** |  |  |
|  |  |  |
| **Add rows for examples other training—that is specific to program no need to add agency specific training such as orientation, etc.** |  |  |