

Before Starting the CoC Application

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

The Collaborative Applicant is responsible for reviewing the following:

1. The FY 2019 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2019 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.
6. Questions marked with an asterisk (*), which are mandatory and require a response.

1A. Continuum of Care (CoC) Identification

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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1A-1. CoC Name and Number: NJ-515 - Elizabeth/Union County CoC

1A-2. Collaborative Applicant Name: County of Union New Jersey

1A-3. CoC Designation: CA

1A-4. HMIS Lead: NJHMFA

1B. Continuum of Care (CoC) Engagement

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1B-1. CoC Meeting Participants.

For the period of May 1, 2018 to April 30, 2019, applicants must indicate whether the Organization/Person listed:

- 1. participated in CoC meetings;**
- 2. voted, including selecting CoC Board members; and**
- 3. participated in the CoC’s coordinated entry system.**

Organization/Person	Participates in CoC Meetings	Votes, including selecting CoC Board Members	Participates in Coordinated Entry System
Local Government Staff/Officials	Yes	Yes	No
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
Law Enforcement	Yes	No	No
Local Jail(s)	Yes	No	No
Hospital(s)	Yes	Yes	Yes
EMS/Crisis Response Team(s)	Yes	Yes	No
Mental Health Service Organizations	Yes	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes	Yes
Affordable Housing Developer(s)	Yes	No	No
Disability Service Organizations	Yes	Yes	Yes
Disability Advocates	Yes	Yes	Yes
Public Housing Authorities	Yes	Yes	Yes
CoC Funded Youth Homeless Organizations	Yes	Yes	Yes
Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes

Youth Advocates	Yes	Yes	Yes
School Administrators/Homeless Liaisons	Yes	Yes	No
CoC Funded Victim Service Providers	Yes	Yes	Yes
Non-CoC Funded Victim Service Providers	Yes	Yes	Yes
Domestic Violence Advocates	Yes	Yes	Yes
Street Outreach Team(s)	Yes	Yes	Yes
Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Yes	Yes	Yes
LGBT Service Organizations	Yes	Yes	Yes
Agencies that serve survivors of human trafficking	Yes	Yes	Yes
Other homeless subpopulation advocates	Yes	Yes	Yes
Homeless or Formerly Homeless Persons	Yes	Yes	No
Mental Illness Advocates	Yes	Yes	Yes
Substance Abuse Advocates	Yes	Yes	Yes
Other:(limit 50 characters)			
Food Pantries and Congregate Feeding Sites	Yes	Yes	Yes
Local Houses of Worship	Yes	No	No

1B-1a. CoC’s Strategy to Solicit/Consider Opinions on Preventing/Ending Homelessness.

Applicants must describe how the CoC:

- 1. solicits and considers opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;**
- 2. communicates information during public meetings or other forums the CoC uses to solicit public information;**
- 3. takes into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness; and**
- 4. ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats, e.g., PDF. (limit 2,000 characters)**

The CoC is composed of housing developers/providers and advocates; emergency shelters; social service agencies; public entities, public housing authorities, education liaisons, law enforcement and public assistance agencies, (TANF, GA, SNAP, Medicaid, etc.); faith based organizations; advocates and consumers. Organizations are actively solicited to ensure comprehensive representation on this committee. Members are encouraged to express opinions on agenda topics and to raise new topics and concerns. Guest speakers are invited to provide information on new programs and initiatives. The CoC’s meetings are announced via public notifications (UC Website) in accordance with state local public meeting requirements. Meeting notices are sent to community based organizations via Listservs to provide opportunity for all interested parties to participate and discuss issues relevant to the County’s homeless service system. The full CoC meets 6 times annually. Each meeting features key topics and updates and community feedback is encouraged. The

CoC has a number of subcommittees that focus on specific issues such as Code Blue/Motel Subcommittee, Coordinated Assessment Subcommittee and the Ranking Committee. These committees include any agency that has an interest in a particular topic, including both CoC and non-CoC members. Subcommittee reports are provided at all full CoC meetings and a CoC report is a standing agenda item at the UC Human Services Advisory Council (HSAC), a NJ state mandated committee where all social service/safety network and advocacy issues and concerns are discussed. Reports include recommendations for funding priorities, system gaps and system improvement strategies. Subcommittee meeting schedules are announced at full CoC meetings, where new members are solicited on an ongoing basis. A Countywide Needs Assessment is currently being conducted whereby opinions are being solicited from the public and others via focus groups, surveys and on-line surveys.

1B-2. Open Invitation for New Members.

Applicants must describe:

- 1. the invitation process;**
 - 2. how the CoC communicates the invitation process to solicit new members;**
 - 3. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats;**
 - 4. how often the CoC solicits new members; and**
 - 5. any special outreach the CoC conducted to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join the CoC.**
- (limit 2,000 characters)**

Individual CoC members and CoC staff invite new members on a regular basis and membership on the UC-CoC Committee is open to all interested parties on an ongoing basis. In addition, an Open Invitation to join the CoC Committee is located on the Union County Website under the heading of Human Services and CoC Homeless Services and is contained in the CoC Committee By-laws. New members are solicited throughout the year. Solicitation of members is a continual process. An extensive email distribution list/list-serv is utilized to disseminate information on issues related to homelessness, including the availability of shelter and permanent housing beds, availability of new housing programs/vouchers, and funding available for Rapid Re-Housing. This ongoing dissemination of information serves as outreach to numerous organizations in an effort to solicit new members and raise awareness regarding homelessness, promote organizations that assist the homeless and highlight the needs of this most vulnerable population. All meetings are open to the public and meeting dates, times, and locations are listed on the County's website. Meetings are held in various locations throughout the CoC's geographic area in an effort to include all interested parties. Homeless persons are encouraged to attend meetings and member organizations are asked to invite the homeless people they serve to ensure the needs expressed by homeless persons are considered and addressed in the planning of programs and services.

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

Applicants must describe:

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

On July 17, 2019 the CoC Lead sent out a detailed, written solicitation for proposals, via email, for the HUD CoC Program Competition to all service provider organizations in the geographic area. In addition, the solicitation was placed on the UC Website under the categories of Human Services & CoC Homeless Services. Extensive distribution Lists/List Servs of organizations serving the homeless, youth, veterans, victims of domestic violence and human trafficking, substance abuse and behavioral health programs, etc. are kept current by CoC staff and utilized in the solicitation process. Technical assistance was offered to potential applicants to review the local funding priorities, eligible activities and local selection process to ensure all potential applicants both previously funded agencies and agencies that have not received CoC funding in the past fully understood the process and could successfully submit a proposal. All proposals were to be submitted electronically via email to the CoC lead agency. No provider organization was prevented from applying for HUD CoC funding and application criteria disadvantaged new agencies. All concept papers were evaluated on the same criteria which included: sponsor capacity; project type; dedicating/prioritizing chronically homeless persons, utilizing a housing first model, budget appropriateness and participation in local planning process/CoC Committee. Project scoring criteria included areas that enable agencies not previously funded through the CoC process to compete at an equal playing field with currently funded organizations. Although the CoC did not receive any proposals from agencies not currently funded through the CoC, the process used allows for fair and equal participation encourages all community agencies to consider submitting proposals.

1C. Continuum of Care (CoC) Coordination

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

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

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

Union County Emergency Management	Yes
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1C-2. CoC Consultation with ESG Program Recipients.

Applicants must describe how the CoC:
1. consulted with ESG Program recipients in planning and allocating ESG funds;
2. participated in the evaluating and reporting performance of ESG Program recipients and subrecipients; and
3. ensured local homelessness information is communicated and addressed in the Consolidated Plan updates.
(limit 2,000 characters)

There are 2 ESG Recipients located within the CoC geographic area including the City of Elizabeth and the County of Union. The City of Elizabeth and County of Union are both active participants in the CoC Committee. As such, the City of Elizabeth and County of Union work collaboratively to determine funding priorities, develop and review performance standards and standardize methods for evaluating outcomes of ESG funded projects. The ESG committees that make funding recommendations and decisions are composed of agencies that participate on the full CoC or CoC Subcommittees. This committee structure ensures each funding source is used most effectively to fill gaps in services and reduces duplication of effort. Focus groups including recipients and sub-recipients meet to review and update funding priorities based on current and emerging needs. Point in Time Count, HMIS, and Housing Inventory Chart data, are reviewed and discussed and CoC Performance Standards are applied to both CoC and ESG funded projects. In addition, performance outcomes are considered in the project selection process.

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

Applicants must indicate whether the CoC provided Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area.

1C-2b. Providing Other Data to Consolidated Plan Jurisdictions. Yes

Applicants must indicate whether the CoC ensured local homelessness information is communicated to Consolidated Plan Jurisdictions within its geographic area so it can be addressed in Consolidated Plan updates.

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

Applicants must describe:

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

The CoC convenes regularly to assess the availability of trauma-informed, victim-centered services for all. The YWCA UC, the designated domestic violence services agency, operates a 24 hour hotline that provides a direct line to the agency's emergency shelter & other trauma-informed services. Victims in need of emergency shelter or other related services can call the hotline & receive support, safety planning, & assistance in accessing services. All staff operating the hotline & working at the YWCA receive extensive training in domestic violence with a trauma-informed lens & client centered philosophy. When a person calls the hotline or arrives at the YWCA's Family Justice Center, they are offered a range of services based on the needs they present. Safety planning is a critical component of the initial conversation, regardless of the services requested. If the individual request shelter, an assessment includes the safest location for that individual/family; if the YW's emergency shelter or other housing options are not considered safe, the hotline staff determines other shelter availability & convey this to the caller; client choice is pre-eminent in that if a caller chooses not to relocate or participate in a given service, that remains their choice. All services are offered in confidential locations. Beyond emergency shelter, the YW also offers supportive housing apartments & housing for single adults. The locations for these sites are confidential & support services are provided. Through participation in the CEAS Committee and other networks, space availability is shared and referrals are made both to YWCA housing as well as to other providers from YWCA housing. The Comprehensive Assessment System is utilized & YWCA clients are asked to provide a release of information if an external referral is being made. All client information is kept confidential with the exception of that information identified in signed releases.

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

Applicants must describe how the CoC coordinates with victim services providers to provide training, at least on an annual basis, for:

- 1. CoC area project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence; and**
- 2. Coordinated Entry staff that addresses safety and best practices (e.g., Trauma Informed Care) on safety and planning protocols in serving survivors of domestic violence.**
(limit 2,000 characters)

UC-CoC coordinates with the YWCA, a victim service provider, through the YWCA's participation in CoC meetings and communication between agencies regarding victim needs. The YWCA provides DV emergency shelter, 24/hr. hotline and other services for victims. The YWCA provides training annually to all CoC providers and operators of Coordinated Entry on basic domestic violence screening, safety, and best practices in serving victims. The following

topics are included in this training: recognizing signs of domestic violence, considerations in safety planning, cultural competency when working with victims and trauma informed care. In addition, the YWCA provides training and counseling services to Union County Rape Crisis Center clients, including victims of dating violence, sexual assault and stalking. All shelter, outreach and PH program operating in the CoC participate in training on serving victims of domestic violence and incorporate safety planning service models in their service provision.

1C-3b. Domestic Violence–Community Need Data.

Applicants must describe how the CoC uses de-identified aggregate data from a comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking. (limit 2,000 characters)

As stated above, the CoC coordinates with the YWCA, a victim service provider and the Union County Rape Crisis Center. Data collected by the YWCA and Rape Crisis Center is utilized to assess the scope of needs related to domestic violence, dating violence, sexual assault, and stalking. The YWCA provides de-identified data from a database comparable to HMIS regarding persons served in emergency shelter, permanent and transitional housing programs in the community. Along with aggregate data from CoC providers, anecdotal information, and HMIS data, additional data from the NJ Uniform Crime Report, DV Counts, Point in Time Count and other census-related documents are reviewed annually to assess community needs. Based on this, the CoC reviews and updates safety and planning protocols in order to accurately address the needs of victims of domestic violence. Family violence screenings are also conducted by UC Division of Social Services (Welfare Office) for all applicants for assistance. Screenings tools, including the Employment Planning Development Tool (EPDT) and the Comprehensive Social Assessment (CSA), are utilized to identify domestic violence victims who may not self-identify. Persons who are identified via these screenings are referred for further screening and counselling services or shelter as necessary. Data relating to these screenings and referrals are utilized to assess needs.

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

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

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2018 who were experiencing homelessness at entry	PHA has General or Limited Homeless Preference	PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On
Housing Authority of the City of Elizabeth	12.00%	No	No
Housing Authority of Plainfield	3.00%	No	No

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

Applicants must:

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

The UC-CoC strongly encourages all Public Housing Authorities within the CoC’s geographic area to adopt general or limited homeless preference policies on an ongoing basis. The two largest Public Housing Authorities are the Housing Authority of the City of Elizabeth and the Housing Authority of Plainfield. Both are active UC-CoC members and are partners in seven UC-CoC funded projects for a total of 160 units of housing dedicated for homeless individuals and families. The UC-CoC advocates for the adoption of homeless preference policies, however it must be noted that the waiting lists for Housing Choice Vouchers/Section 8/Public Housing in Union County are currently closed because they are several years long. PHAs are unable to open lists and accept new applications due to the massive numbers of individuals and families currently on waiting lists. In Union County, the demand for subsidized housing far exceeds the available vouchers. Waiting lists in some areas are 10 years long.

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

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

No

1C-5. Protecting Against Discrimination.

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

Discrimination and/or Harassment on the basis of protected characteristic is prohibited. Under these policies, harassment is verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her age, race, creed, color, national origin, nationality, ancestry, religion, sex (including pregnancy & sexual harassment), affectional or sexual orientation, marital status, domestic partnership status, civil union status, gender identity or expression, mental or physical disability, or that of his/her relatives, friends or associates, & that has the purpose or effect of creating an intimidating, hostile or offensive environment. Fair Housing is discussed at CoC meetings & is a standing agenda item. Organizations holding contracts with UC are required to

offer housing & supportive services to eligible persons regardless of race, color, national origin, religion, sex, gender identity, sexual orientation, age, familial status, or disability. Fair Housing violations are reported to Legal Services of Central

Jersey & the Community Health Law Project. The CoC is concerned that landlords discriminate against large families, & are “redlining” by requiring rent to be no more than 30% of income, using eviction records, background checks & credit scores to exclude individuals & families from housing.

Measures to provide effective communication to disabled persons & those with limited English proficiency include county-wide use of language line services, & adaptive technology. Local clergy and an Interfaith initiative, active in the CoC, assist in communicating Fair Housing information effectively with persons with disabilities and limited English proficiency.

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

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

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

***1C-6. Criminalization of Homelessness.**

Applicants must select all that apply that describe the strategies the CoC implemented to prevent the criminalization of homelessness in the CoC’s geographic area.

1. Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
2. Engaged/educated law enforcement:	<input checked="" type="checkbox"/>
3. Engaged/educated local business leaders:	<input checked="" type="checkbox"/>
4. Implemented communitywide plans:	<input type="checkbox"/>
5. No strategies have been implemented:	<input type="checkbox"/>
6. Other:(limit 50 characters)	
	<input type="checkbox"/>
	<input type="checkbox"/>

	<input type="checkbox"/>
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1C-7. Centralized or Coordinated Assessment System. Attachment Required.

Applicants must:

- 1. demonstrate the coordinated entry system covers the entire CoC geographic area;**
- 2. demonstrate the coordinated entry system reaches people who are least likely to apply for homelessness assistance in the absence of special outreach; and**
- 3. demonstrate the assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner. (limit 2,000 characters)**

The Coordinate Assessment System (CAS), is utilized throughout the geographic area. All CoC and ESG providers are contractually obligated to utilize CAS. CAS is used with all persons accessing services and engaged by Street Outreach programs. Specialized outreach is provided targeting persons who are chronically homeless; suffer from substance abuse and other behavioral health disorders; youth and others living in places not meant for human habitation. Information collected is shared among outreach, service and shelter/housing providers with the participant's signed consent. The CoC operates a 24 Hr. Homeless Hotline and utilizes the state-wide 211 information system to reach homeless persons. In addition, in 2019, an Action Line was implemented within the CoC whereby local organizations and residents, including homeless residents can call for information, referral and resolution of housing and other concerns. Housing, shelter and service providers within the CoC regularly report program openings/available beds. This information is widely circulated via CoC Listserves, thus allowing available unit/beds to be filled rapidly. As persons are engaged, they are prioritized for services based on the severity of needs and vulnerabilities experienced, including abuse or victimization (trafficking); domestic violence; sexual assault; childhood abuse; criminal histories; chronic homelessness; low or no income; current or past substance abuse/behavioral health disorders. Veterans are assessed and referred to programs/housing in programs such as HUD-VASH, and SSVF programs. Families with children are referred to emergency shelter and housing programs operated by Family Promise, Gateway YMCA, Elizabeth Coalition and other CoC member organizations. In 2019 the CoC began a pilot Coordinated Assessment process using the VI-SPDAT (Vulnerability Index) as a tool to assess household vulnerability. Results of the pilot project will inform the roll-out of the VI-SPDAT to the full CoC.

1D. Continuum of Care (CoC) Discharge Planning

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1D-1. Discharge Planning Coordination.

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

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

1E. Local CoC Competition

Instructions

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

Applicants must indicate whether the CoC:

1. informed project applicants in its local competition announcement about point values or other ranking criteria the CoC would use to rank projects on the CoC Project Listings for submission to HUD for the FY 2019 CoC Program Competition;	Yes
2. established a local competition deadline, and posted publicly, for project applications that was no later than 30 days before the FY 2019 CoC Program Competition Application submission deadline;	Yes
3. notified applicants that their project application(s) were being rejected or reduced, in writing along with the reason for the decision, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline; and	Did not reject or reduce any project
4. notified applicants that their project applications were accepted and ranked on the CoC Priority Listing in writing, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline.	Yes

1E-2. Project Review and Ranking–Objective Criteria.

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

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

1E-3. Project Review and Ranking–Severity of Needs and Vulnerabilities.

Applicants must describe:

- 1. the specific severity of needs and vulnerabilities the CoC considered when reviewing and ranking projects; and**
- 2. how the CoC takes severity of needs and vulnerabilities into account when reviewing and ranking projects.**

(limit 2,000 characters)

The CoC Priority Ranking Committee, (CPR) reviewed the following severity of needs & vulnerabilities experienced by program participants in the project ranking & selection process: abuse or victimization, (domestic violence, sexual assault, childhood abuse); criminal history; low or no income; chronic homelessness; mental and physical health & current/past substance abuse. Proposed projects are evaluated and weighted based on: overall organizational experience; number of chronically homeless individuals & families served; number of Veterans served; & services for persons with a history of victimization. Each project is then evaluated to ensure that it meets the Project Threshold Requirements: Coordinated Entry Participation; Housing First/Low Barrier Implementation; Data on achieving positive housing outcomes; Documentation of secured minimum match; Project is financially feasible; Applicant is active CoC Participant; Data quality at or above 85%; and Bed/Unit utilization rate at or above 90%. A Project Evaluation/Scoring Tool is completed for each proposed project by the CPR members. Points are awarded for: Sponsor Organization Capacity, (5 points); Project Type, (5 points); HUD Priorities - Chronic Homelessness, (3 points); Housing First Model, (3 points each); Budget Appropriateness, (2 points); and Participation in Local Priorities, (2 points). Additionally, the performance review process for renewal projects includes consideration of the vulnerabilities of the population served when looking at program performance. The Final Ranking Recommendations, based on the Project Evaluation/Scoring Tool results, are then presented to the full CoC for final approval.

1E-4. Public Postings–CoC Consolidated Application. Attachment Required.

Applicants must:

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

Public Posting of Objective Review and Ranking	Public Posting of CoC Consolidated Application	
FY2019 CoC Application	Page 16	10/01/2019

Process		including: CoC Application, CoC Priority Listing, Project Listings	
1. Email	<input checked="" type="checkbox"/>	1. Email	<input checked="" type="checkbox"/>
2. Mail	<input type="checkbox"/>	2. Mail	<input type="checkbox"/>
3. Advertising in Local Newspaper(s)	<input type="checkbox"/>	3. Advertising in Local Newspaper(s)	<input type="checkbox"/>
4. Advertising on Radio or Television	<input type="checkbox"/>	4. Advertising on Radio or Television	<input type="checkbox"/>
5. Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>	5. Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>
6. Did Not Publicly Post Review and Ranking Process	<input type="checkbox"/>	6. Did Not Publicly Post CoC Consolidated Application	<input type="checkbox"/>

1E-5. Reallocation between FY 2015 and FY 2018.

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

Reallocation: 0%

1E-5a. Reallocation–CoC Review of Performance of Existing Projects.

Applicants must:

- 1. describe the CoC written process for reallocation;**
 - 2. indicate whether the CoC approved the reallocation process;**
 - 3. describe how the CoC communicated to all applicants the reallocation process;**
 - 4. describe how the CoC identified projects that were low performing or for which there is less need; and**
 - 5. describe how the CoC determined whether projects that were deemed low performing would be reallocated.**
- (limit 2,000 characters)**

The UC-CoC considers reallocation at the CoC Priority Ranking Committee (CPR) meeting(s). This process includes a review of HUD priorities, gaps analysis of homeless populations and types of housing and services available in the community, utilization rates, quarterly reviews of HMIS data including the PIT and HIC counts and data trends over time, annual monitoring and threshold review data of the current CoC and ESG funded programs, and prioritizing needs of sub-populations (As described above). Any decision to reallocate occurs at the recommendation of the CPR. The recommendation is then presented to the full CEAS/CoC Committee for review/approval. In addition, CoC Projects can voluntarily reallocate. Currently funded CoC project applicants interested in voluntarily reallocating notify the UC-CoC in writing of their intent no later than 2 weeks prior to the due date of HUD’s Grant Inventory Worksheet (GIW). The GIW serves as UC-CoC’s tool to identify Project Applicants’ intent to

reapply for CoC funding. All renewal projects are reviewed and monitored by Union County Department of Human Services (UCDHS) - Independent Monitoring Unit. Performance and project viability are analyzed. UCDHS staff provides technical assistance, correcting technical inaccuracies if they arise. Through the reallocation process, the UC-CoC ensures that projects submitted with the CoC Collaborative Application align with the HUD CoC funding priorities and contribute to a competitive application that secures HUD CoC dollars to address and end homelessness in Union County. The UC CoC makes decisions based on alignment with HUD guidelines, performance measures, and unspent project funds. Reallocated projects will be encouraged to seek other funds that will support the contributions these projects make to the CoC. Currently within the UC-CoC, all projects are for Permanent Housing and Rapid Re-Housing. The projects are high performing and meet the needs of the CoC's geographic area.

DV Bonus

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

Please submit technical questions to the HUD Exchange Ask-A-Question at <https://www.hudexchange.info/program-support/my-question/>

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

1F-1 DV Bonus Projects.

Applicants must indicate whether the CoC is requesting DV Bonus projects which are included on the CoC Priority Listing: No

Applicant Name	DUNS Number
This list contains no items	

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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2A-1. HMIS Vendor Identification. Foothold Technologies

Applicants must review the HMIS software vendor name brought forward from FY 2018 CoC Application and update the information if there was a change.

2A-2. Bed Coverage Rate Using HIC and HMIS Data.

Using 2019 HIC and HMIS data, applicants must report by project type:

Project Type	Total Number of Beds in 2019 HIC	Total Beds Dedicated for DV in 2019 HIC	Total Number of 2019 HIC Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	140	21	119	100.00%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	125	21	104	100.00%
Rapid Re-Housing (RRH) beds	35	0	35	100.00%
Permanent Supportive Housing (PSH) beds	409	0	409	100.00%
Other Permanent Housing (OPH) beds	0	0	0	

2A-2a. Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-2.

For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-2., applicants must describe:

- 1. steps the CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and**
- 2. how the CoC will implement the steps described to increase bed coverage to at least 85 percent.**
(limit 2,000 characters)

All Beds in Union County CoC are covered in HMIS. Coverage rate is 100%.

***2A-3. Longitudinal System Analysis (LSA) Submission.**

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

***2A-4. HIC HDX Submission Date.**

Applicants must enter the date the CoC submitted the 2019 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX). 05/01/2019
(mm/dd/yyyy)

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

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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2B-1. PIT Count Date. 01/23/2019

Applicants must enter the date the CoC conducted its 2019 PIT count (mm/dd/yyyy).

2B-2. PIT Count Data–HDX Submission Date. 04/30/2019

Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).

2B-3. Sheltered PIT Count–Change in Implementation.

Applicants must describe:

1. any changes in the sheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and

2. how the changes affected the CoC’s sheltered PIT count results; or
3. state “Not Applicable” if there were no changes.

(limit 2,000 characters)

Not Applicable.

***2B-4. Sheltered PIT Count–Changes Due to Presidentially-declared Disaster.**

**Applicants must select whether the CoC No
added or removed emergency shelter,**

transitional housing, or Safe-Haven inventory because of funding specific to a Presidentially-declared disaster, resulting in a change to the CoC’s 2019 sheltered PIT count.

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

Applicants must describe:

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

Not Applicable.

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

Applicants must:

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

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

Applicants must describe how the CoC engaged stakeholders serving youth experiencing homelessness to:

- 1. plan the 2019 PIT count;**
 - 2. select locations where youth experiencing homelessness are most likely to be identified; and**
 - 3. involve youth in counting during the 2019 PIT count.**
- (limit 2,000 characters)**

UC-CoC has taken specific measures to identify homeless youth by planning and working with stakeholder organizations targeting youth, such as Covenant House and Community Access Unlimited (CAU). A Runaway Youth Shelter (HHS-RHY funded) is operated in Union County by CAU. These organizations are CoC members and participate in the PITC. In 2019 the CoC requested that stakeholder organizations post information on Social Media such as Facebook and Twitter to outreach to homeless youth. Postings included flyers and information about the PIT and were specifically designed to assuage fears about participation. Stakeholder organizations and the youth served were asked to provide information on locations where youth congregate and known locations where youth victimized by human trafficking have been identified. Youth residing at the Runaway Youth Shelter were asked to provide locations where unsheltered youth congregate in an effort to assist in locating youth experiencing homelessness. Each year, Community Access Unlimited provides a van and staff to accompany currently and formerly homeless youth, thus

allowing them to participate in the PIT Count.

2B-7. PIT Count–Improvements to Implementation.

Applicants must describe the CoC’s actions implemented in its 2019 PIT count to better count:

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

In 2019 the UC-CoC utilized its Code Blue System (CB), a PIT Street Count and Survey of known locations (between 3:00-7:00 AM), feeding site locations (Soup Kitchens, etc.) & Service Fairs to conduct the Unsheltered PITC. Chronically homeless person who generally don’t accept assistance came in during the PITC because we offered hot food, clothes, hats, gloves, scarves and boots. In addition, screening for various benefits was offered and all those wishing to be sheltered were transported to shelter. Code Blue is a system by which unsheltered families with children and single adults can present themselves to UC Div. of Social Services for immediate assistance during periods of extremely cold weather. Such persons may be ineligible for shelter under mainstream programs. However, during Code Blue periods, they are placed in overflow emergency beds or motels. Referrals are made to CB by community based organizations, local law enforcement and the public. On the night of the PITC Street Count and Survey, these families were screened, surveyed, counted and placed in shelter. In addition, trained volunteers accompanied by UC Sheriff's Officers (plain clothes) located and surveyed persons living on the streets, woods, train stations and abandoned buildings, etc. Each adult was interviewed using a survey tool & unique identifier. Service Fairs were conducted in the cities of Elizabeth & Plainfield where additional surveys were completed. Surveys were entered into an online system & deduplication was conducted. Each year representatives from the VA in Lyons, NJ assist with the PIT count, participating in the Street Count and Service Fairs. Staff from UC Veteran's Services Office again participated in these events in 2019.

3A. Continuum of Care (CoC) System Performance

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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

Applicants must:

Report the Number of First Time Homeless as Reported in HDX.
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992

3A-1a. First Time Homeless Risk Factors.

Applicants must:

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

Risk factors first time homelessness are analyzed by the Code Blue/Shelter Committee. Previously, NJ reduced the time individuals and families could receive Emergency Assistance (shelter/rental assistance), thus causing homeless. The CoC worked with advocacy groups to encourage policy makers to extend emergency assistance programs. As a result, in 2019, NJ Gov. Murphy, signed legislation extending Emergency Assistance by 5 years for certain groups including: permanently disabled; persons over age 60; chronically unemployable adults; and caretakers of a disabled person. Other legislation will allow recipients of cash assistance to be eligible for Emergency Assistance once every 7 years to avert homelessness. Other risk factors

contributing to first time homelessness are: high rental costs; evictions/foreclosures; under-employment; lack of living wage salaries; lack of subsidized housing opportunities; and long waiting lists for subsidized housing. The CoC's strategy is to fund programs to prevent evictions and to assist with back rent to prevent first time homelessness. Homeless Trust Fund and GAP Funds (discretionary County \$\$) are utilized to fill the void caused by reductions in federal and state funding for housing. A new locally funded program developed by Family Promise, targets those who are at "imminent risk" of homelessness or those who are already homeless. This Shelter Diversion program, utilized at the point of shelter entry, offers flexible financial assistance to alleviate homelessness. Shelter Diversion reduces the number of homeless families entering the shelter system, thereby reducing the demand for shelter beds. Shelter Diversion preserves limited resources for those with the greatest need. It assists families in achieving stability without the trauma of an emergency shelter placement. Family Promise and CoC Committees oversee the strategy to reduce or end the number of individuals and families experiencing homelessness for the first time.

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

Applicants must:

Report Average Length of Time Individuals and Persons in Families Remained Homeless as Reported in HDX.	96
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3A-2a. Strategy to Reduce Length of Time Homeless.

Applicants must:

- 1. describe the CoC's strategy to reduce the length of time individuals and persons in families remain homeless;**
 - 2. describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and**
 - 3. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the length of time individuals and families remain homeless.**
- (limit 2,000 characters)**

The average length-of-time individuals and families remained homeless was reduced of 3 bed nights in 2018. High housing costs and the development of luxury apartment complexes contribute to the length of time people remain homeless. The CoC advocates for inclusion of units for homeless and low income people in housing development within the CoC geographic area. The CoC continues the strategy of utilizing RRH funds to move individuals and families to permanent housing as quickly as possible. In the past 2 years the CoC has been placing homeless persons in permanent housing via vouchers provided by NJ Dept. of Community Affairs. These voucher were awarded on a competitive basis to CoC organizations such as Bridgeway Rehabilitation Services, the Elizabeth Coalition to House the Homeless and other partner organizations to assist and reduce the number of chronically homeless persons living on the streets or in a shelter. Other strategies such as "Home Sharing" arrangements are also utilized to reduce the length of time individuals and persons in families remain homeless. The CoC and the Union County Board of

Chosen Freeholders in concert with the County's Workforce Development Board, aggressively advocate for increased employment opportunities in the County, in an effort to move individuals and families from homelessness into gainful employment and safe, secure housing. The CoC utilizes HMIS to identify individuals and families with the longest length of time homeless. Regular review of HMIS data assists CoC staff and provider organizations in identifying the longest stayers in Emergency Shelter and Transitional Housing. These individuals and families are referred for placement in permanent housing when units become available. Union County CoC Coordinator and staff oversee the strategy to reduce the length of time individuals and families remain homeless by coordinating with housing providers, developers and other community based organizations.

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

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations as reported in HDX.	61%
2. Report the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.	96%

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

Applicants must:

1. describe the CoC's strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;
2. provide the organization name or position title responsible for overseeing the CoC's strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;
3. describe the CoC's strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations; and
4. provide the organization name or position title responsible for overseeing the CoC's strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations.

(limit 2,000 characters)

Strategies to increase the rate at which individuals and persons in families in emergency shelter, transitional housing and rapid rehousing exit to permanent housing destinations include continuing to seek funding for new permanent housing opportunities for individuals and families, advocating for more affordable housing and subsidized housing vouchers, and working with

landlords in an effort to encourage them to consider tenants who have been homeless and/or have poor credit scores due to prior evictions, some of which took place many years ago. The CoC has promoted the development of more Joint TH/RRH projects in an effort to stabilize individuals and persons in families in TH while working toward rapidly re-housing people with supports to aid them in successfully maintaining housing.

UC-CoC enjoys a high (96%) retention rate for formerly homeless individuals and families residing permanent housing. This rate indicates that permanent housing and the support services provided include successful strategies to stabilize individuals and families.

Union County CoC Coordinator and staff oversee the strategy to reduce the length of time individuals and families remain homeless by coordinating with housing providers, developers and other community based organizations.

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

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.	5%
2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.	4%

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

Applicants must:

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

The CoC has identified, through analysis of System Performance Measures that the highest percentage of returns to homelessness occur among individuals and families who are living in shelter and those living in transitional housing (8%). Overall the lowest percentage of returns to homelessness occur among those who are residing in permanent housing. Only 3% of individuals and families residing in permanent housing return to homelessness in Union County. Persons who have returned to homelessness are identified using HMIS. The CoC continues a strategy of increasing permanent housing opportunities to reduce additional returns to homelessness. Local data as well as other larger studies indicate that the provision of permanent housing remains the most successful strategy in stabilizing individuals and families. This strategy includes the development of more Joint TH/RRH projects that provide the necessary supports needed to stabilize individuals and families and aids them in achieving long term success. Additionally, as noted throughout this application, the CoC recognizes that the limited amount of subsidized housing opportunities impedes

individuals and families in achieving long term stability in permanent housing, with many paying more than 50% of their income for housing. For this reason the CoC continues to advocate for the expansion of these needed housing subsidy programs. The Union County CoC Coordinator and staff oversee the strategy to reduce the rate that individuals and persons in families return to homelessness by coordinating with housing partners including the Elizabeth Coalition to House the Homeless, Bridgeway Rehabilitation Services, and the Gateway Family YMCA.

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

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their employment income from entry to exit as reported in HDX.	17%
2. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their non-employment cash income from entry to exit as reported in HDX.	57%

3A-5a. Increasing Employment Income.

Applicants must:

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

The Union County Board of Chosen Freeholders in concert with the County's Workforce Development Board, aggressively recruit businesses and work to increase access to employment opportunities in the County. A new national chain retail store is opening in the CoC geographic area that will offer 200 jobs with benefits. Such initiatives benefit all residents including homeless persons. Linkage to this and other initiatives are facilitated by the community based organizations, the Division of Social Services and the County's American Job Centers. Located in the urban centers of Elizabeth and Plainfield, the American Job Centers are the hub for those seeking employment. The CoC works with mainstream employment organizations by sharing information, via an extensive email distribution list, regarding new & existing employment and training programs. "Job Connections", is an online employment service available to individuals and mainstream employment organizations for both seeking and posting job opportunities. In addition, information on job fairs & employment opportunities at locations such as Newark Liberty Airport, Blue Apron, etc., are distributed via email. Employment programs working collaboratively with the CoC include: Communities in Cooperation, Roselle 1st/Linden Employment & Training, Workforce Innovation Business Center, LINCS, UC College &

PROCEED, Inc. The NJ Division of Vocational & Rehabilitation Services assists disabled homeless persons seeking employment. St. Joseph's Social Service Center conducts "Project Ready" a job readiness program. The Union County CoC Coordinator and staff and the Workforce Development Board in conjunction with the County's Board of Chosen Freeholders are responsible for overseeing the strategy to increase job and income growth from employment.

3A-5b. Increasing Non-employment Cash Income.

Applicants must:

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

The CoC strategically includes groups and organizations that seek to advocate for non employment cash resources for eligible individuals and families who are disabled, unemployed, or aged, etc. For example, Central Jersey Legal Services and the Community Health Law Project play an instrumental role in assisting homeless individuals and families with securing mainstream benefits, including GA, TANF, Social Security, Social Security Disability, Supplemental Security Income (SSI), SNAP, etc. CoC member organizations have staff who are SOAR trained to assist individuals in securing expedited benefits from these and other mainstream sources. In addition, the CoC funds these programs with local funding such as Homeless Trust Fund dollars and local, discretionary County GAP Funding to help individuals and families in securing needed non-employment cash resources. The Union County CoC Coordinator and staff in conjunction with Central Jersey Legal Services and the Community Health Law Project are responsible for overseeing the strategy to increase access to non employment resources.

3A-5c. Increasing Employment. Attachment Required.

Applicants must describe how the CoC:

- 1. promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and**
 - 2. is working with public and private organizations to provide meaningful, education and training, on-the-job training, internship, and employment opportunities for residents of permanent supportive housing that further their recovery and well-being.**
- (limit 2,000 characters)**

Data from the Annual Point in Time Count indicate the top reasons reported that caused homelessness were the loss of a job and the inability to find work. In light of this reality, New Jersey's workforce system is committed to strengthening the employment needs of homeless populations. As part of its One-Stop Certification process, Union County CoC/WIOA Workforce Development Board require local American Job Centers to identify and prioritize

training opportunities for public assistance recipients, other low-income individuals, or individuals who are basic skills deficient in accordance with the requirements of WIOA sec. 134(c)(3)(E). Furthermore, Union County will reinforce these efforts through its policy on Additional Performance Measures for WIOA Title I, Title II, and WorkFirst New Jersey which include the percentage of program participants served with barriers to employment such as disability, ex-offender status, lack of a high school diploma, and homeless status. CoC member organizations such as PROCEED, Inc., St. Joseph's Social Service Center, Elizabeth Coalition to House the Homeless, Bridgeway, Community Access Unlimited and others plan and execute Job Fairs recruitment activities. These event are widely promoted across the CoC. Access to education, career and vocational training is offered to homeless persons and is an integral part of the WorkFirst NJ (WFNJ) program. Individuals and adult members in families are required to participate with the American Job Centers programs, unless they are exempt due to disability or are victims of domestic violence.

3A-5d. Promoting Employment, Volunteerism, and Community Service.

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

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

3A-6. System Performance Measures Data–HDX Submission Date 05/31/2019

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

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

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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3B-1. Prioritizing Households with Children.

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

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

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

Applicants must:

1. describe how the CoC currently rehouses every household of families with children within 30 days of becoming homeless that addresses both housing and service needs;

2. describe how the CoC addresses both housing and service needs to ensure families with children successfully maintain their housing once

assistance ends; and
3. provide the organization name or position title responsible for overseeing the CoC’s strategy to rapidly rehouse families with children within 30 days of them becoming homeless. (limit 2,000 characters)

The CoC continues to work toward rapidly rehousing homeless families within 30 days of becoming homeless. Strategies utilized to achieve this goal include the implementation of the Gateway YMCA/Elizabeth Coalition to House the Homeless Joint Transitional/Rapid Re-Housing project (successfully funded through the 2017 CoC Application) To date 44 individuals in 17 households have been served. The Shelter Diversion Program operated by Family Promise, described in a previous section, rehuses and/or prevents homelessness via targeted flexible funding utilized to stabilize families. “Home Sharing” for families experiencing homelessness is another strategy that is utilized to pair two single parents who can share living expenses and support each other in stabilizing their families. In 2016, a project to provide RRH to 6 households with children was proposed by Covenant House. This project was awarded funding and began operations in 2017. To date 10 individuals in 5 households have been served. While the UC-CoC membership voted several years ago to no longer recommend Support Services Only projects for HUD CoC funding, the CoC funds support services in RRH/PH programs utilizing local dollars. Many permanent housing projects within the CoC provide support services by way of funding secured through other sources which are utilized as the match for CoC projects. The Union CoC Coordinator and staff oversee the strategy to rapidly rehouse families with children in coordination with various community committees and housing programs.

3B-1b. Antidiscrimination Policies.

Applicants must check all that apply that describe actions the CoC is taking to ensure providers (including emergency shelter, transitional housing, and permanent housing (PSH and RRH)) within the CoC adhere to antidiscrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on any protected classes under the Fair Housing Act, and consistent with 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or - Insured Housing.

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

3B-1c. Unaccompanied Youth Experiencing Homelessness–Addressing Needs.

Applicants must indicate whether the CoC’s strategy to address the unique needs of unaccompanied youth experiencing homelessness who are 24 years of age and younger includes the following:

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

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

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

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

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

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

- 1. all youth experiencing homelessness, including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive; and**
 - 2. youth experiencing unsheltered homelessness including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive.**
- (limit 3,000 characters)**

UC’s youth care management organization estimates that at least 12% of the 700 young people (up to 21 years old) living with serious emotional disturbance currently served either are homeless or unstably housed at any given time. UC-CoC has increased the availability of housing and services for homeless and unsheltered homeless youth by working with organizations, such as Covenant

House and Community Access Unlimited. Local, state and federal funds are supplemented by private foundation philanthropy, and donor cultivation and fundraising, to increase the availability of housing and services for homeless youth. As a result, a new youth focused project opened in September 2019. CoC member organization Bridgeway has received a 5 year grant from the U.S. Substance Abuse and Mental Health Services Administration. Bridgeway will implement a Homeless Outreach and Support Team (HOST). HOST will prioritize transition age youth ages 16-24, and those with co-occurring substance use disorders. Bridgeway's HOST will provide evidence based treatment and supports, provide assertive outreach and early intervention services to assist individuals to navigate the complexities of the homeless and mental health systems, connect individuals to the local services and access to permanent supportive housing and supports, including PACT and other housing stability supports. Bridgeway will utilize technology by working with hospital emergency rooms, shelters and local police to set up automated alerts to notify staff when a homeless person is identified any time throughout the day or evening. HOST staff will provide rapid assessments and initial linkages with an array of Bridgeway and partner housing and services. Staff will engage in ride alongs with the police departments to identify and engage homeless individuals living on the street. Bridgeway will provide a HOST Hub location where homeless individuals, including can drop in to make use of resources and/or receive care management.

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

Applicants must:

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

Through experienced evidence and trauma-informed practices and CoC partnerships, Community Access Unlimited, operator of the Runaway and Homeless Youth Shelter, (US Dept of Human Services-Administration for Children and Families-Family and Youth Services Bureau (US-HHS-ACFFYSB) Basic Center funds) effectuates nearly 100 out-of home youth placements annually, reducing youth homelessness within the CoC. In addition, CAU utilizes well-recognized Periodic Service Review (PSR) for bi-weekly monitoring of program staff performance and services, with audits performed by the Quality Assurance Dept. The CoC uses HMIS to effectively track comprehensive youth homelessness and services data across CoC providers. These methods measuring quality and effectiveness are viewed as appropriate because they track services at program, CoC and locality levels to identify both performance outcomes and trends.

3B-1e. Collaboration–Education Services.

Applicants must describe:

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

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

(limit 2,000 characters)

In NJ, each school district is required to designate and identify a Local Homeless Liaison. This individual is charged with ensuring that homeless youth and children are not denied entry to school. In addition, transportation must be provided, in an effort to prevent homeless children and youth from having to change schools and interrupt their education. UC-CoC homeless service providers have procured direct relationships with state and Local Homeless Liaisons and individual school districts. In NJ, and specifically in Union County, nearly all municipalities operate independent school districts. With 21 municipalities within the CoC, formal partnerships are forged with municipalities and with the Union County Superintendent's Office.

The CoC collaborates with youth education providers by including local school employees, such as Gay-Straight Alliance Coordinators, Student Assistance Counselors, Social Workers and other school personnel in CoC meetings, trainings, networking events and email distribution lists. Education providers, schools systems, community colleges and local universities reach out to the CoC for assistance with youth facing homelessness. Information about CoC services and contact information, including links to the Runaway Youth Shelter, are listed on the County's website. McKinney-Vento Education Liaisons and State Coordinators are listed in the annually updated Union County Homeless Services Directory utilized CoC-wide. In addition they are invited to CoC meetings and included on email distribution lists. These liaisons reach out to CoC staff and other provider organizations on a regular basis for information and referral services.

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

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

(limit 2,000 characters)

In Union County, representatives of local Boards of Education are active members of the CoC. Policies regarding the rights of homeless youth are set at the state and local level. Homeless shelters and service providers are informed of the McKinney-Vento responsibilities and ensure all children are enrolled in school and connected to appropriate community services, including early childhood education programs as part of the case management function. Because UCDHS is the Lead CoC Organization, serving as the administrator of all homeless assistance funding in the County, UCDHS requires, by contract,

that all homeless service providers designate this task to the case managers as appropriate.

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

Applicant must indicate whether the CoC has an MOU/MOA or other types of agreements with listed providers of early childhood services and supports and may add other providers not listed.

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

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

Applicant must indicate whether the CoC uses an active list or by-name list to identify all veterans experiencing homelessness in the CoC. No

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

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

3B-2b. Housing First for Veterans.

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

3B-3. Racial Disparity Assessment. Attachment Required.

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

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

3B-3a. Addressing Racial Disparities.

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

1. The CoC is ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.	<input checked="" type="checkbox"/>
2. The CoC has identified the cause(s) of racial disparities in their homeless system.	<input type="checkbox"/>
3. The CoC has identified strategies to reduce disparities in their homeless system.	<input type="checkbox"/>
4. The CoC has implemented strategies to reduce disparities in their homeless system.	<input checked="" type="checkbox"/>
5. The CoC has identified resources available to reduce disparities in their homeless system.	<input type="checkbox"/>
6: The CoC did not conduct a racial disparity assessment.	<input type="checkbox"/>

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

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

Please submit technical questions to the HUD Exchange Ask-A-Question at <https://www.hudexchange.info/program-support/my-question/>

Resources:

The FY 2019 CoC Application Detailed Instruction can be found at:

<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>

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

<https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notice>

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

4A-1. Healthcare—Enrollment/Effective Utilization

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

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

4A-1a. Mainstream Benefits.

Applicants must:

- 1. describe how the CoC systematically keeps program staff up to date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within the geographic area;**
- 2. describe how the CoC disseminates the availability of mainstream resources and other assistance information to projects and how often;**
- 3. describe how the CoC works with projects to collaborate with healthcare organizations to assist program participants with enrolling in**

- health insurance;**
4. describe how the CoC provides assistance with the effective utilization of Medicaid and other benefits; and
5. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy for mainstream benefits.
(limit 2,000 characters)

All CoC project participants are assisted in applying for mainstream benefits by program staff. Legal Services of Central Jersey & Community Health Law Project actively participate in CoC/CEAS meetings; offering representation to those denied mainstream benefits. The CoC systematically keeps program staff up to date regarding available resources by including representatives from mainstream benefits programs such as SNAP, TANF, SSI, detox and substance abuse programs, etc. in CoC meetings. New regulations are explained via presentations at CoC meetings and updated information and regulations are shared electronically with service providers. New programs are invited to join the CoC & provide presentations on services provided, including eligibility & referral procedures at CoC meetings. New program and resource information is distributed at CoC meeting & is emailed to an extensive contact list to ensure wide dissemination of information. The Union County CoC Coordinator and CoC staff are responsible for overseeing this strategy.

4A-2. Lowering Barriers to Entry Data:

Applicants must report:

1. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition.	19
2. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	19
Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects the CoC has ranked in its CoC Priority Listing in the FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

4A-3. Street Outreach.

Applicants must:

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

Street Outreach is provided by Bridgeway Rehabilitation Services (BW), Eliz. Coalition to House the Homeless (ECHH), Covenant House (CH) & Community Access Unlimited (CAU). Street Outreach workers seek out homeless persons who are identified by local law enforcement, citizens, concerned family and friends and other advocates. Trained workers meet homeless individuals and

families, where they are, and work to gain trust and offer services and shelter, including linkages to permanent housing whenever possible. Street Outreach services are provided to all municipalities within the CoC geographic area. Street Outreach teams also conduct outreach in known areas where homeless people congregate such as soup kitchens and other feeding sites on a regular basis. Contact information for Street Outreach services is listed on the County’s website under the heading of Homeless Services. BW, ECHH, CH & CAU are recognized experts in addressing the needs of adults and youth with mental health issues & developmental disabilities making them uniquely qualified to reach those who are unlikely to request assistance. In addition, UC-CoC conducts an Annual Street Outreach and Count as part of the PITC. Individuals and families identified through the PITC are provided immediate shelter and linkages to services.

As described in a previous section, CoC member organization Bridgeway has received a 5 year grant from the U.S. Substance Abuse and Mental Health Services Administration. Bridgeway will implement a Homeless Outreach and Support Team (HOST). HOST will prioritize transition age youth ages 16-24, and those with co-occurring substance use disorders. While youth are specifically targeted, this program is available to all persons experiencing homelessness.

4A-4. RRH Beds as Reported in HIC.

Applicants must report the total number of rapid rehousing beds available to serve all household types as reported in the Housing Inventory Count (HIC) for 2018 and 2019.

	2018	2019	Difference
RRH beds available to serve all populations in the HIC	79	35	-44

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

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

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

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

4B. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
_ FY 2019 CoC Competition Report (HDX Report)	Yes	HDX System Perfor...	09/23/2019
1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners’ Preference.	No		
1C-4. PHA Administrative Plan Homeless Preference.	No		
1C-7. Centralized or Coordinated Assessment System.	Yes	CAS	09/25/2019
1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.	Yes	Projects Accepted	09/27/2019
1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.	Yes	Projects Rejected	09/27/2019
1E-1.Public Posting–30-Day Local Competition Deadline.	Yes	30 Day Public Pos...	09/24/2019
1E-1. Public Posting–Local Competition Announcement.	Yes	Solicitation	09/24/2019
1E-4.Public Posting–CoC-Approved Consolidated Application	Yes	Public Posting	09/27/2019
3A. Written Agreement with Local Education or Training Organization.	No		
3A. Written Agreement with State or Local Workforce Development Board.	No		
3B-3. Summary of Racial Disparity Assessment.	Yes	Racial Disparity ...	09/23/2019
4A-7a. Project List-Homeless under Other Federal Statutes.	No		
Other	No	PHA Homeless	09/27/2019
Other	No		

Other	No		
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Attachment Details

Document Description: HDX System Performance

Attachment Details

Document Description:

Attachment Details

Document Description: Plainfield Homeless Preference

Attachment Details

Document Description: CAS

Attachment Details

Document Description: Projects Accepted

Attachment Details

Document Description: Projects Rejected

Attachment Details

Document Description: 30 Day Public Posting

Attachment Details

Document Description: Solicitation

Attachment Details

Document Description: Public Posting

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: Racial Disparity Summary

Attachment Details

Document Description:

Attachment Details

Document Description: PHA Homeless

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. Identification	09/18/2019
1B. Engagement	09/27/2019
1C. Coordination	09/27/2019
1D. Discharge Planning	No Input Required
1E. Local CoC Competition	09/24/2019
1F. DV Bonus	No Input Required
2A. HMIS Implementation	09/27/2019
2B. PIT Count	09/27/2019
3A. System Performance	09/27/2019
3B. Performance and Strategic Planning	09/27/2019
4A. Mainstream Benefits and Additional Policies	09/23/2019
4B. Attachments	09/27/2019

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Submission Summary

No Input Required

FY2018 - Performance Measurement Module (Sys PM)

Summary Report for NJ-515 - Elizabeth/Union County CoC

Measure 1: Length of Time Persons Remain Homeless

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

Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.
Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

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

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2017	FY 2018	Submitted FY 2017	FY 2018	Difference	Submitted FY 2017	FY 2018	Difference
1.1 Persons in ES and SH	1126	1149	72	71	-1	33	32	-1
1.2 Persons in ES, SH, and TH	1345	1371	99	96	-3	49	47	-2

b. This measure is based on data element 3.17.

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

The construction of this measure changed, per HUD's specifications, between FY 2016 and FY 2017. HUD is aware that this may impact the change between these two years.

FY2018 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2017	FY 2018	Submitted FY 2017	FY 2018	Difference	Submitted FY 2017	FY 2018	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	1234	1353	134	181	47	60	70	10
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	1453	1575	153	190	37	78	88	10

FY2018 - Performance Measurement Module (Sys PM)

Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

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

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

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2018	% of Returns	FY 2018	% of Returns	FY 2018	% of Returns	FY 2018	% of Returns
Exit was from SO	59	5	8%	3	5%	1	2%	9	15%
Exit was from ES	286	21	7%	13	5%	9	3%	43	15%
Exit was from TH	136	11	8%	2	1%	3	2%	16	12%
Exit was from SH	0	0		0		0		0	
Exit was from PH	399	11	3%	18	5%	10	3%	39	10%
TOTAL Returns to Homelessness	880	48	5%	36	4%	23	3%	107	12%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

FY2018 - Performance Measurement Module (Sys PM)

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

	January 2017 PIT Count	January 2018 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	480	478	-2
Emergency Shelter Total	294	313	19
Safe Haven Total	0	0	0
Transitional Housing Total	131	124	-7
Total Sheltered Count	425	437	12
Unsheltered Count	55	41	-14

Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2017	FY 2018	Difference
Universe: Unduplicated Total sheltered homeless persons	1360	1402	42
Emergency Shelter Total	1138	1179	41
Safe Haven Total	0	0	0
Transitional Housing Total	296	340	44

FY2018 - Performance Measurement Module (Sys PM)

Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	133	164	31
Number of adults with increased earned income	5	6	1
Percentage of adults who increased earned income	4%	4%	0%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	133	164	31
Number of adults with increased non-employment cash income	59	64	5
Percentage of adults who increased non-employment cash income	44%	39%	-5%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	133	164	31
Number of adults with increased total income	59	68	9
Percentage of adults who increased total income	44%	41%	-3%

FY2018 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	57	46	-11
Number of adults who exited with increased earned income	8	8	0
Percentage of adults who increased earned income	14%	17%	3%

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

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	57	46	-11
Number of adults who exited with increased non-employment cash income	32	26	-6
Percentage of adults who increased non-employment cash income	56%	57%	1%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	57	46	-11
Number of adults who exited with increased total income	38	30	-8
Percentage of adults who increased total income	67%	65%	-2%

FY2018 - Performance Measurement Module (Sys PM)

Measure 5: Number of persons who become homeless for the 1st time

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

	Submitted FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	1123	1223	100
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	152	231	79
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	971	992	21

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

	Submitted FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	1526	1539	13
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	204	268	64
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	1322	1271	-51

FY2018 - Performance Measurement Module (Sys PM)

Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

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

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

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

	Submitted FY 2017	FY 2018	Difference
Universe: Persons who exit Street Outreach	174	105	-69
Of persons above, those who exited to temporary & some institutional destinations	16	5	-11
Of the persons above, those who exited to permanent housing destinations	78	10	-68
% Successful exits	54%	14%	-40%

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

FY2018 - Performance Measurement Module (Sys PM)

	Submitted FY 2017	FY 2018	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	1206	1360	154
Of the persons above, those who exited to permanent housing destinations	612	830	218
% Successful exits	51%	61%	10%

Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2017	FY 2018	Difference
Universe: Persons in all PH projects except PH-RRH	605	556	-49
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	589	535	-54
% Successful exits/retention	97%	96%	-1%

FY2018 - SysPM Data Quality

NJ-515 - Elizabeth/Union County CoC

This is a new tab for FY 2016 submissions only. Submission must be performed manually (data cannot be uploaded). Data coverage and quality will allow HUD to better interpret your Sys PM submissions.

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

You may enter a note about any field if you wish to provide an explanation about your data quality results. This is not required.

FY2018 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018
1. Number of non-DV Beds on HIC	245	236	184	144	161	108	115	100	422	598	466	445		21	194	79				
2. Number of HMIS Beds	245	236	184	144	122	108	115	100	422	583	466	445		21	194	79				
3. HMIS Participation Rate from HIC (%)	100.00	100.00	100.00	100.00	75.78	100.00	100.00	100.00	100.00	97.49	100.00	100.00		100.00	100.00	100.00				
4. Unduplicated Persons Served (HMIS)	948	1046	1147	1116	269	322	280	328	376	374	440	407	1158	870	512	686	104	146	84	45
5. Total Leavers (HMIS)	770	811	970	968	155	90	191	222	29	53	98	66	1008	622	261	456	69	87	77	30
6. Destination of Don't Know, Refused, or Missing (HMIS)	73	84	48	14	4	2	0	0	0	1	2	11	13	22	10	2	8	15	12	24
7. Destination Error Rate (%)	9.48	10.36	4.95	1.45	2.58	2.22	0.00	0.00	0.00	1.89	2.04	16.67	1.29	3.54	3.83	0.44	11.59	17.24	15.58	80.00

Union County Coordinated Assessment System (CAS)

Universal Intake / Referral Form

See attached Client Release/Consent Form

(Page 1 - Mandatory)

Intake Date: ___/___/___ **Agency:** _____

Primary Worker: _____ **Phone #:** _____

First Name: _____ **Middle:** _____ **Last Name:** _____

Street Address: _____ **City, State, Zip:** _____

Phone: (____) _____ **Birthdate:** ___/___/___ **Social Security #:** (last 4 digits) _____

Veteran: No Yes

Services sought:

- Shelter/Housing
- Substance Abuse Services
- Mental Health Services
- Medical Service
- Identification
- Shelter Diversion* **Referrals for Family Promise**

Cash assistance

- Rent
- Security
- Utilities
- Food
- Income

Legal assistance

- General
- Immigration
- Other _____

Monthly income:

- Wages: \$ _____
- Unemployment Benefits: \$ _____
- SSI: \$ _____
- SSDI: \$ _____
- Veteran's Disability Payment: \$ _____
- Worker's Compensation: \$ _____
- General Assistance (GA Single): \$ _____
- Other: \$ _____ Specify _____
- NO income
- Veteran's Pension: \$ _____
- Alimony Or Other Spousal Support: \$ _____
- Child Support: \$ _____
- Pension From a Former Job: \$ _____
- Private Disability Insurance: \$ _____
- TANF (Family): \$ _____
- Retirement Income from SSA: \$ _____
- Rental Income: \$ _____

Citizen: US Citizen Undocumented Documented (Green card, Visa, Refugee)

Individual/Family Type:

- Individual Male
- Individual Female
- Individual Male Youth (<18)
- Individual Female Youth (<18)
- Single Parent Family – Male Head
- Single Parent Family – Female Head
- Single Parent Family – Youth Head
- Two Parent Family – Adult
- Two Parent Family – Youth
- Adult Couple without Children
- Multi-generational
- Other (please detail) _____

Pregnant: No Yes **Due Date:** ___/___/___

Adults in Household: Age: ____ Gender: ____ Age: ____ Gender: ____

Age: ____ Gender: ____ Age: ____ Gender: ____

Number of Children: ____ Age: ____ Gender: ____ Age: ____ Gender: ____

(17 & Under)

Age: ____ Gender: ____ Age: ____ Gender: ____

Housing Status:

- Homeless (Street, Car, Places Not Meant for Human Habitation)
- Imminently Losing Their Housing (Eviction, Written Notice, Court Notice, Lockout Notice)
- Unstably Housed and At-Risk of Losing Their Housing (Staying with Family/Friends, Intent to Foreclose, At Risk of Eviction)
- Stably Housed

(CAS Form Page 2 - Optional)

First Name: _____ Last Name: _____ Intake Date: _____

Episodes of Homelessness in last 3 years
(Choose One)

- 0
- 1
- 2
- 3
- 4 or more

Homeless Duration: (Choose One)

- 1 day to 1 week
- 8 days to 1 month
- 1 month & 1 day to 3 months
- 3 months & 1 day to 6 months
- 6 months & 1 day to 12 months
- More than a year

Homelessness Cause: (Choose as many as apply)

- Benefit Loss/Reduction
- Loss/Reduction of Income
- Eviction
- Relocation from _____
- Released From Prison/Jail
- Released From Hospital
- Released From Psych. Facility
- Illness / Injury
- Domestic Violence (Victim / Accused)
- Asked to Leave Shared Residence
- Substance Abuse
- Other (specify): _____
- Natural Disaster (Fire, Hurricane)
- Foreclosure – Rented Property
- Foreclosure – Owned Property

NON-CASH benefits:

- Snap (Food Stamps)
- Medicaid
- Medicare
- State Children’s Health Insurance Program
- Special Supplemental Nutrition Program for Women, Infants, And Children (WIC)
- Section 8, Public Housing, Or Other Ongoing Rental Assistance
- Veteran’s (VA) Benefits
- Temporary Rental Assistance (TRA)
- NO benefits
- TANF Child Care Services
- TANF Transportation Service
- Other TANF-Funded Services
- Other source: _____

Physical Disability: No Yes

Developmental Disability: No Yes

Chronic Health Condition (including HIV/AIDS, Cancer, Diabetes): No Yes

Mental Health: No Yes

Substance Abuse: No Yes

Domestic Violence Victim/Survivor: No Yes

(If Yes) Receiving services and/or treatment, list provider name and phone:

Notes / Observations: _____

Referral(s) to Services: _____

Union County Coordinated Assessment System (CAS)

Client Release/Consent Form

Authorization for Release of Information

The Union County Continuum of Care is a consortium of agencies that work together to coordinate services and housing for homeless individuals and families in Union County. In some cases, agencies must collaborate in order to provide the most effective services to an individual or family. This document, as executed by the individual below, authorizes the stated agency (**FROM**) to release, exchange and discuss medical, housing, social, psychological, employment, education, progress and other information with the agency (**TO**) concerning the participant named below for the purpose of making appropriate referrals for shelter, housing and other services. *Services provided by the Union County Continuum of Care are conditioned on signing this authorization.*

I, _____ (name of client) hereby authorize the below referenced person/organization (**FROM**) to disclose personal information about me/my household to the below referenced person/organization (**TO**).

*The information will be released **FROM**:*

Name: _____

Organization: _____

Address: _____

Phone: _____

*The information will be released **TO**:*

Name: _____

Organization: _____

Address: _____

Phone: _____

The information or material to be released includes: _____

The reason for releasing the information is: _____

I have been informed of what information is to be released, to whom, and for what purpose, and I understand the explanation.

By signing this form, I agree to this release of information. I understand this release will last until (Date): _____, or 90 days from my exit of the agency's program, unless I notify the agency (**FROM**) sooner that I do not want any more information about me/my household to be released or obtained.

Client's Signature: _____ Date: _____

Witness' Signature: _____ Date: _____

Union County Comprehensive Emergency Assistance System & Continuum of Care (CEAS/CoC) Committee

Coordinated Assessment System (CAS) Instructions & Procedure Guide

The U.S. Department of Housing and Urban Development (HUD) mandates that a Centralized or Coordinated assessment system be implemented in every Continuum of Care (CoC). HUD's definition follows: "Centralized or Coordinated assessment system is defined to mean a centralized or coordinated process designed to coordinate program participant intake, assessment, and provision of referrals. A centralized or coordinated assessment system covers the geographic area, is easily accessed by individuals and families seeking housing or services, is well advertised, and includes a comprehensive and standardized assessment tool." (Section 578.3)

OVERVIEW

Overview of Coordinated Assessment

Coordinated assessment refers to the process used to assess and assist in meeting the housing and service needs of people at-risk of homelessness and people experiencing homelessness. Key elements of coordinated assessment include:

- The use of standardized assessment tools to assess individual/family's needs;
- Referrals, based on the results of the assessment tools, to homelessness assistance programs (and other related programs when appropriate);
- Capturing and managing data related to assessment and referrals in a Homeless Management Information System (HMIS); and
- Prioritization of individual/families with the most barriers to returning to housing for the most cost- and service-intensive interventions.

The implementation of coordinated assessment is now a requirement of receiving certain funding (namely HEARTH Emergency Solutions (HES) Grant and CoC funds) from HUD and is also considered a national best practice. When implemented effectively, coordinated assessment can:

- Reduce the amount of research and the number of phone calls people experiencing homelessness must make before finding crisis housing or services;
- Reduce new entries into homelessness through coordinated system wide diversion and prevention efforts;
- Prevent people experiencing homelessness from entering and exiting multiple programs before getting their needs met;
- Reduce or erase entirely the need for individual/families provider waiting lists for services;
- Foster increased collaboration between homelessness assistance providers; and
- Improve a community's ability to perform well on Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act outcomes and make progress on ending homelessness.

These policies and procedures will govern the implementation, governance, and evaluation of coordinated assessment in Union County, NJ. These policies may only be changed by the

approval of the CEAS/CoC Committee based on recommendations from the Coordinated Assessment Committee of the Planning & CoC subcommittee.

Target Population

This process is intended to serve people experiencing homelessness and those who believe they are at imminent risk of homelessness. People who think they have a longer period of time before they will become homeless should be referred to prevention-oriented resources available in the community.

Goals and Guiding Principles

The goal of the coordinated assessment process is to provide each individual/family with adequate services and supports to meet their housing needs, with a focus on returning them to housing as quickly as possible. Below are the guiding principles that will help Union County meet these goals.

- **Individual/family choice:** Individual/families will be given information about the programs available to them and have choice about which programs they want to participate in. They will also be engaged as key and valued partners in the implementation and evaluation of coordinated assessment through forums, to obtain their thoughts on the effectiveness of the coordinated assessment process.
- **Collaboration:** Because coordinated assessment is being implemented system wide, it requires a great deal of collaboration between the CoC, providers, mainstream assistance agencies (e.g., Department of Social Services, hospitals, and jails), funders, and other key partners. This spirit of collaboration will be fostered through open communication, transparent work by a strong governing council (the Coordinated Assessment Committee), consistently scheduled meetings between partners, and consistent reporting on the performance of the coordinated assessment process.
- **Increased fairness:** Consistent assessment protocols allow providers to assess all Individual/families equally and to match them according to need and vulnerability. Individual/families gain an opportunity to equally access all of the services in the community, regardless of the client's location or point of entry.
- **Accurate Data:** Data collection on people experiencing homelessness is a key component of the coordinated assessment process. Data from the assessment process that reveals what resources individual/families need the most will be used to assist with reallocation of funds and other funding decisions. Individual/families' rights regarding data will always be made explicit to them, and no individual/family will be denied services for refusing to share their data.
- **Performance-Driven Decision Making:** Decisions about and modifications to the coordinated assessment process will be driven primarily by the need to improve the performance of the homelessness assistance system on key outcomes. These outcomes include reducing new entries into homelessness, reducing lengths of episodes of homelessness, and reducing repeat entries into homelessness. Changes may also be driven by a desire to improve process-oriented outcomes, including reducing the amount of waiting time for an assessment.
- **Housing First:** Coordinated assessment will support a housing first approach, and will thus work to connect households with the appropriate permanent housing opportunity, as well as any necessary supportive services, as quickly as possible.
- **Prioritizing the Hardest to House:** Coordinated assessment referrals will prioritize those households that appear to be the hardest to house or serve for program beds and services.

This approach will ensure an appropriate match between the most intensive services and the people least likely to succeed with a less intensive intervention, while giving people with fewer housing barriers more time to work out a housing solution on their own. This approach is most likely to reduce the average length of episodes of homelessness and result in better housing outcomes for all.

- **Accessible Point of Entry** – Households with a housing crisis anywhere in the bi-county region can enter the system either through a Provider or through 2-1-1. Individual/families will be screened by any Provider or centrally through the 2-1-1 information and referral hot line.

Coordinated Entry & Assessment Tool

No Wrong Door

Union County consists of 21 municipalities with 3 municipalities having the largest number of those at-risk of homelessness and those experiencing homelessness. Due to the vast geographic nature of the County, Union County will use a no wrong door approach to assist homeless individuals/families. The coordinated assessment will be an open access system for individuals and families to be able to obtain referrals from any Homeless Service provider.

Homeless Providers within Union County will be mandated to use the same Assessment Tool, and data collection forms. With a release, data is shared between agencies to maximize service potential and minimize duplication of services.

Procedures:

- An individual/family may go to any homeless service provider within Union County for assistance.
- Once the individual/family is at the homeless service provider site, the expectation is that the provider will complete a coordinated assessment.
- The provider's role is to use a coordinated assessment to determine a household's next step referral needs. Providers have two primary objectives 1) to help a homeless and unstably housed individual/family to obtain referrals to appropriate, safe, and stable housing as quickly as possible, and 2) to provide direct referrals to a range of services to address the household's current housing crisis as well as other assessed needs.
- For providers that do direct HMIS data entry, only the first page of the Assessment Tool must be completed. For those providers that do not enter data into HMIS, the complete Assessment Tool must be filled out. The last page should be completed by all providers as to recommendations.
- Each provider must then call the referral site in order to make the referral, to ensure availability of funds or services to the site, and to ensure that there is someone in their agency that can meet with the individual/family for an appointment time.
- The provider must then fax or email the coordinated assessment form to the service provider. The provider may also give the individual/family a copy of the assessment form if deemed necessary.
- Copies of the coordinated assessment form must be kept in client files and monitored by the Union County Independent Monitoring Unit per agency contracts with the County.

HSAC

UNION COUNTY HUMAN SERVICES ADVISORY COUNCIL
DEPARTMENT OF HUMAN SERVICES, DIVISION OF PLANNING
ADMINISTRATION BUILDING, ELIZABETH, N.J. 07207
Office: (908) 527-4843 Fax: (908) 558-2562



TO: Comprehensive Emergency Assistance System and Continuum of Care
(CEAS/CoC) Committee Members

FROM: Union County Continuum of Care Priority Ranking Committee

DATE: 9/10/2019

RE: FY2019 SuperNOFA CoC Application: Projects Accepted

The Union County Continuum of Care Priority Ranking Committee met on Monday, September 9th, 2019 to review the FY2019 SuperNOFA Continuum of Care Application.

At this meeting the following FY2019 Super NOFA Continuum of Care projects were accepted:

- Community Access Institute-Colonial/Morse
- Elizabeth Housing Authority/BWY 49U-TRA
- Bridgeway/Elizabeth Housing Authority 45U-TRA
- Gateway Family YMCA 14U-CH Family
- Gateway Family YMCA Madison
- Community Access Unlimited-W. Grand
- Gateway Family YMCA Ind.-PH
- YWCA Eastern Union County
- Homefirst/Plainfield Housing Authority 35U-TRA
- Bridgeway Supportive Housing
- Community Access Unlimited-Jaques
- Bridgeway/Elizabeth Housing Authority 20U-TRA
- Covenant House 6U-RRH
- Gateway/ECHH TH-PH RRH
- Bridgeway/Plainfield Housing Authority 11U CH-F-TRA
- Bridgeway/Plainfield Housing Authority 15U-TRA
- Bridgeway/Plainfield Housing Authority 25U-TRA
- Homefirst 5U
- Gateway / Bridgeway TH-PH RRH (NEW)
- Union County CoC-Planning Project

Should you have any questions, please contact Christina M. Topolosky at (908) 527-4839 or email her at ctopolosky@ucnj.org.

Attachments: FY2019-CoC-Project Ranking-Worksheet

C: FY2019 CoC Application File

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Subcommittees:

Executive - Comprehensive Emergency Assistance System & Continuum of Care (CEAS/CoC) - Legislative Policy & Planning - Resource Allocations & Contract Review - Welfare to Work/Work First New Jersey

FY2019 Continuum of Care Project Ranking

#	<i>Project Name</i>	Expiring Grant #	Project Type	Component Type	Amount Requested	Amount Ranked	Running Total	%
1	Community Access Institute-Colonial/Morse	NJ0334L2F151707	Operations	PSH	\$ 27,412	\$27,412	\$27,412	1%
2	Elizabeth Housing Authority/BWY 49U-TRA	NJ0483L2F151602	Rental Assistance	PSH	\$ 114,361	\$114,361	\$141,773	3%
3	Bridgeway/Elizabeth Housing Authority 45U-TRA	NJ0158L2F151710	Rental Assistance	PSH	\$ 688,905	\$688,905	\$830,678	18%
4	Gateway Family YMCA 14U-CH Family	NJ0311L2F151705	<i>Leasing</i>	PSH	\$ 412,813	\$412,813	\$1,243,491	27%
5	Gateway Family YMCA Madison	NJ0392L2F151706	Support Services	PSH	\$ 90,397	\$90,397	\$1,333,888	29%
6	Community Access Unlimited-W. Grand	NJ0160L2F151710	<i>Leasing</i>	PSH	\$ 107,435	\$107,435	\$1,441,323	32%
7	Gateway Family YMCA Ind.-PH	NJ0173L2F151710	<i>Leasing</i>	PSH	\$ 304,405	\$304,405	\$1,745,728	38%
8	YWCA Eastern Union County	NJ0174L2F151710	<i>Leasing</i>	PSH	\$ 239,522	\$239,522	\$1,985,250	44%
9	Homefirst/Plainfield Housing Authority 35U-TRA	NJ0171L2F151710	Rental Assistance	PSH	\$ 511,221	\$511,221	\$2,496,471	55%
10	Bridgeway Supportive Housing	NJ0156L2F151710	Operations/SS	PSH	\$ 27,451	\$27,451	\$2,523,922	55%
11	Community Access Unlimited-Jaques	NJ0162L2F151710	Operations/SS/HMIS	PSH	\$ 173,065	\$173,065	\$2,696,987	59%
12	Bridgeway/Elizabeth Housing Authority 20U-TRA	NJ0157L2F151710	Rental Assistance	PSH	\$ 276,598	\$276,598	\$2,973,585	65%
13	Covenant House 6U-RRH	NJ0538L2F151701	Rental Assistance	PSH-RRH	\$ 101,281	\$101,281	\$3,074,866	68%
14	Gateway/ECHH TH-PH RRH	NJ0563L2F151700	Rental Assistance	TH-RRH	\$ 281,791	\$281,791	\$3,356,657	74%
15	Bridgeway/Plainfield Housing Authority 11U CH-F-TRA	NJ0389L2F151705	Rental Assistance	PSH	\$ 151,741	\$151,741	\$3,508,398	77%
16	Bridgeway/Plainfield Housing Authority 15U-TRA	NJ0271L2F151708	Rental Assistance	PSH	\$ 210,396	\$210,396	\$3,718,794	82%
17	Bridgeway/Plainfield Housing Authority 25U-TRA	NJ0159L2F151710	Rental Assistance	PSH	\$ 367,027	\$367,027	\$4,085,821	90%
18	Homefirst 5U	NJ0168L2F151710	Operations/SS/HMIS	PSH	\$ 84,902	\$84,902	\$4,170,723	92%
19	Gateway / Bridgeway TH-PH RRH (NEW)	n/a	Rental Assistance	TH-RRH	\$ 237,030	\$237,030	\$4,407,753	97%
20	Union County CoC-Planning Project	n/a	Planning	Planning	\$ 142,218	\$142,218	\$4,549,971	100%

Tier 1: \$3,920,480

HSAC

**UNION COUNTY HUMAN SERVICES ADVISORY COUNCIL
DEPARTMENT OF HUMAN SERVICES, DIVISION OF PLANNING
ADMINISTRATION BUILDING, ELIZABETH, N.J. 07207
Office: (908) 527-4843 Fax: (908) 558-2562**



TO: Comprehensive Emergency Assistance System and Continuum of Care (CEAS/CoC) Committee Members

FROM: Union County Continuum of Care Priority Ranking Committee

DATE: 9/10/2019

**RE: FY2019 SuperNOFA CoC Application: Projects Rejected/
Reduced**

The Union County Continuum of Care Priority Ranking Committee met on Monday, September 9th, 2019 to review the FY2019 SuperNOFA Continuum of Care Application.

At this meeting no FY2019 Super NOFA Continuum of Care project was rejected or reduced.

Should you have any questions, please contact Christina M. Topolosky at (908) 527-4839 or email her at ctopolosky@ucnj.org.

C: FY2019 CoC Application File

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Subcommittees:

Executive - Comprehensive Emergency Assistance System & Continuum of Care (CEAS/CoC) - Legislative Policy & Planning - Resource Allocations & Contract Review - Welfare to Work/Work First New Jersey

Maureen Segale-Glenn

From: Samantha Carpio
Sent: Friday, July 26, 2019 4:19 PM
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Cc: Christina Topolosky; Leslie J. Gutierrez; Samantha Carpio; Melissa Lespinasse; Agnes Oboz; Raymond Gora; Maureen Segale-Glenn

Subject: FY2019 CoC SuperNOFA Renewal Submission DUE 8/9/2019

Attachments: Renewal Project Letter and Guidance July 2019.pdf; UC-CoC Project Priority Listing & Ranking Procedure w-Tool.pdf; Match Ltr Template-FY2019.doc

Importance: High

Hello All,

For the FY2019 CoC SuperNOFA agencies will be completing their renewal application via eSnaps (<https://esnaps.hud.gov/grantium/frontOffice.jsf>).

Attached you will find:

- **Renewal Project Letter & Guidance** which provides more details on new process, along with timeframes, helpful links and step by step instructions.
- **Project Priority Ranking Procedure & Ranking Tool** which provides information on the thresholds and the tool that the review committee will be using to rank all new/renewal projects.
- **Match Letter** **Please place match letter on your letterhead. They must be signed and dated. If your match is "In Kind", you must also attach an MOU between you and the Housing Authority.**

Due to short turn-around time and vacations, initial submission is due **NO LATER than Friday, August 9th**.

As always, feel free to contact me with questions! Thank you!

Best Regards,
Samantha I. Carpio, MPA
CoC Coordinator, Division of Individual & Family Support Services
Union County Department of Human Services
10 Elizabethtown Plaza - 4th Floor
Elizabeth, New Jersey 07207-3451
Phone: (908) 527-4874
Fax: (908) 558-2562
E-Mail: scarpio@ucnj.org

Renewal Project Guidance Document: Overview of 2019 CoC NOFA and Process for Completing Renewal Project Applications

Posted on July 3, 2019

This guidance document provides summary information and links for CoC grantees to complete the 2019 CoC renewal application process. HUD has released comprehensive documentation of the step-by-step renewal application process, available through HUD’s website at the [2019 CoC Program Competition Resources](#) page under “Submitting Applications for Project Funding”. We strongly encourage you to review those documents thoroughly.

This document highlights:

A. Contact information.....	Page 1
B. Overview of 2019 CoC NOFA process.....	Pages 1-2
C. Timeline and important dates.....	Page 2
D. Getting started: <i>e-snaps</i> and HUD links.....	Pages 2-3
E. Steps for accessing and completing your application.....	Page 3
F. Ranking Procedure & Tool.....	Page 3
G. Additional Information.....	Page 3

A. Contact information:

For questions about your application, contact Samantha Carpio (scarpio@ucnj.org) or Christina M. Topolosky (ctopolosky@ucnj.org). You can also go directly to HUD to find answers related to *e-snaps* through HUD guidance and instruction guides found here: [2019 CoC Program Competition Resources](#).

B. Overview of 2019 CoC NOFA process:

The [CoC Interim Rule](#) and [FY 2019 CoC Program NOFA](#) (released on July 3, 2019) set the rules and application process for the NOFA on a national level. HUD requires each CoC to submit renewal projects in two “tiers” (Tier 1 and Tier 2) - monetary thresholds based on a percentage of our CoC’s total renewal amount. This year, Tier 1 is equal to 94% of our total CoC eligible renewal award amount, and Tier 2 is equal to the remaining 6%. The Tier 2 funding amount does not include the amount our CoC is eligible to apply for under the Domestic Violence (DV) Bonus as HUD will select DV Bonus projects separately.

In awarding 2019 project funding, HUD will first fund all projects in Tier 1 and then competitively allocate the remaining money to fund projects in Tier 2. In addition to this tiered process, HUD requires CoCs to rate and rank renewal and new project applications using a set of nationally and locally-defined performance measures. You can find an overview of this year’s rating and ranking process and criteria attached. We will share the final ranked project list, including Tier 1/Tier 2 placement, by September 13, 2019.

Renewal projects

The process for renewing project applications in 2019 is slightly different than previous years, with sub-applicants completing their applications for County review through *esnaps*. Applicants that have renewed at least once in a previous CoC Program Competition will have their 2018 project applications uploaded via *esnaps* and will have the opportunity to update and submit to

the County for review. Projects renewing for the first time cannot import data and must complete the entire renewal project application.

The County will conduct a basic threshold of all renewal projects, and likely approve or require edits to be made to applications. All initial submissions are due by Friday, August 9th, 2019. If edits/changes need to be made the County will request they be made and resubmitted by Friday, August 23rd, 2019.

C. Timeline & important dates:

HUD’s timeline for the 2019 CoC competition requires a relatively quick turn-around. This year’s timeline is as follows:

Application Step	Date (2019)
HUD released 2019 CoC NOFA	Wednesday, July 3
HUD released 2019 renewal project application instructions	On/around Monday, July 15
The County of Union, Dept. of Human Services released local guidance to renewal projects	Friday, July 26
All Renewal Project Applications completed & submitted in <i>e-snaps</i> (Initial Submission)	5:00 PM, Friday, August 9
DHS reviews all Renewal Project Applications and requests for edits/changes	Rolling basis, by August 23 at latest
Renewal projects incorporate all requested changes to their Project Applications in <i>e-snaps</i> (2nd Submission- if necessary)	Friday, August 23
CoC project rating & ranking results and Tier 1/Tier 2 placements are finalized by the CEAS Committee and posted publically	Monday, September 16
DHS submits full 2019 CoC application to HUD	Monday, September 30

D. Getting Started: *e-snaps* & HUD links:

Accessing *e-snaps*: You can access *e-snaps* at <https://esnaps.hud.gov/grantium/frontOffice.jsf>.

Important! HUD Links: HUD has made available several detailed guidance documents to assist us in completing our renewal project applications. You are strongly encouraged to review them:

- [Accessing the Project Application in *e-snaps*](#): Instructions for how to access the Project Application in *e-snaps*. Also included on pages 8-16 of the Renewal Project Application *esnaps* Navigational Guide.
- [Project Applicant Profile Navigational Guide](#): Instructions for updating your Applicant Profile – this is the required first step before you can access your Project Application.
- [How to Complete the HUD Form 2880 in *e-snaps*](#): HUD Form 2880 (Applicant/Recipient Disclosure/Initial Report) is now incorporated into both the Project Applicant Profile and the individual Project Applications. This resource provides instructions on completing the form in both places.

- [Renewal Project Application e-snaps Navigational Guide](#): Step-by-step instructions, along with screenshots, for navigating through the application screens in *e-snaps*.
- [CoC Renewal Project Application Detailed Instructions](#): Detailed information for each field within the renewal project application.

HUD's published documents are a comprehensive resource for completing your project applications in *e-snaps*. Section E of this document summarizes the steps to submit your Project Application and useful tips for the application process.

E. Steps for accessing and completing your application:

Attached you will find the *Renewal Process Step by Step Instructions for eSnaps* which includes detailed screenshots of the sections the sub recipient is responsible for completing. Do not make any changes to any other sections of the application that is not specified in the instructions.

Submit your Project Application for review by Union County: Once you've completed your Project Application in *e-snaps*, please inform the County by emailing Samantha Carpio (scarpio@ucnj.org) or Christina M. Topolosky (ctopolosky@ucnj.org). Please note: you are only submitting the application for review by the county—specifically by Department of Human Services (DHS) staff. Only Union County, as our designated CoC Collaborative Applicant, can submit applications to HUD once all CoC applications are complete. **You must complete this step by 5:00 PM on Friday, August 9th.**

DHS reviews your application(s) and notifies you of any required changes: DHS staff will review applications as they are submitted, on a rolling basis, and notify you of any required changes to your applications. **You must complete all required changes no later than 5:00 PM on Friday, August 23rd.**

DHS submits the full CoC application to HUD: DHS staff will submit the full CoC application to HUD by Monday, September 30th. HUD will begin threshold review of renewal applications and will likely make grant awards for renewals late in 2019 or early in 2020.

F. Ranking Procedure & Tool:

Once the County has reviewed and accepted your renewal application, each project will be rated and ranked per the attached CoC approved *Ranking Policy and Procedures* and the selected Committee will use the attached *Ranking Tool* to determine the rank of all projects.

G. Additional Information:

Agencies will be required to comply with terms set forth by the CoC and HUD. In addition, all applicants are strongly advised to **REVIEW ALL SECTIONS FOR ACCURACY!** With many of the projects beginning several years ago, some information pertaining to program descriptions, etc. has not been updated since the original submission, therefore please be sure to carefully review and make any necessary changes.

Union County Department of Human Services/Division of Individual and Family Support Services
 Attn: CoC/Homeless Unit
 10 Elizabethtown Plaza - 4th Floor, Elizabeth, NJ 07207

RE: Match for FY2019 SuperNOFA CoC Application

Project Name: [Name, e.g., Elizabeth Housing Authority/Homefirst – 4U 2018]	
Project Operating Year:	/ /2020- / /2021
Type of Commitment: (check where applicable)	<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind Services
Date of Commitment:	/ /2019

Match Source	Name of Source (Specify)	Match Amount
Federal		\$
State		\$
Local		\$
Other		\$
Match Grand Total:		\$

I, *[insert name]*, Executive Director of *[insert agency name]* certify the value of the match funds that have been committed for the above mentioned project with the source(s) as detailed above.

Signature

Date

**UNION COUNTY CONTINUUM OF CARE (CoC)
PROJECT PRIORITY LISTING AND RANKING PROCEDURE**

CoC PRIORITY RANKING COMMITTEE'S ROLE

The Union County Continuum of Care Priority Ranking (CPR) Committee serves as the primary vehicle for evaluation of projects and sets the ranking priorities for the Continuum of Care application for the Union County Continuum of Care (UC-CoC). This is an Ad Hoc Subcommittee under the Union County Comprehensive Emergency Assistance System (CEAS) and Continuum of Care (CoC) Committee (hereafter referred to as CEAS/CoC).

The CPR Committee is a network of public and private entities. Committee members may not submit project applications or receive HUD CoC Homeless Assistance Program funding. Committee members must sign a conflict of interest form for the purpose of assessing any potential conflicts of interest. This ensures that the CPR Committee members have no direct benefit and allows for use of objective criteria. (See below for more detail.)

The UC-CoC has utilized a CPR Committee to rank new projects since 1998. In 2013 the CPR Committee began ranking both New and Renewal projects. The CPR Committee primary goal is to meet the national goals of preventing and ending homelessness in the County of Union, NJ. The CPR Committee uses objective, performance based scoring criteria and selection priorities that are outlined below to determine the extent to which each project addresses HUD's policy priorities.

The CPR Committee meets year-round to effectively implement a CoC NOFA planning process, including annually with the release of the CoC application. Special meetings may be called provided that five (5) business days' notice is given electronically or by mail to the members. At each meeting an agenda is developed and meeting minutes are prepared immediately following the meeting. Both items are maintained on file with the meeting sign in sheet, materials distributed and the Committee member's conflict of interest form.

The functions and purpose of the Committee are as follows:

- a. Assess provider organization(s) (applicant/sponsor) eligibility and capacity;
- b. Review and evaluate project readiness/eligibility;
- c. Review project quality;
 - % of permanent housing exit destinations
 - % increases in income
 - program participant eligibility
 - utilization rates
 - drawdown rates
 - frequency and/or amount of funds recaptured by HUD
- d. Review project match and all leveraging letter(s) to ensure they meet HUD requirements;
- e. Review site visit(s) and CoC Monitoring Findings;
- f. Review CoC membership involvement;
- g. Review HMIS participation status and data quality ensuring that youth, domestic violence & LGBTQ clients would be served;
- h. Assess cost effectiveness;
- i. Assess number of housed to be served and receive mainstream resources (cash and non-cash benefits);
- j. Assess number of households to be served and by various target populations;
- k. Assess provider organization experience;
- l. Assess spending (fast or slow); and
- m. Review HUD APR for Performance results.

PROJECT RANKING PROCESS

Renewal Project Scoring: Renewal projects approved by CPR for inclusion in the CoC project ranking will be scored according to an objective scoring tool based on their individual project performance, alignment with HUD and CoC policy priorities, and compliance. Performance and HMIS elements are heavily weighted measures used by HUD in determining the overall CoC score for the NOFA. Data used in the project scoring tool comes largely from projects' most recently submitted Annual Performance Report (APR). Scoring tools are provided in the Appendix. First-time renewals are projects that have not yet completed their first operating year, and thus,

cannot be scored for their performance due to not having a completed Annual Performance Report (APR). However, the CPR will evaluate each first time renewal to ensure that each project is achieving satisfactory progress.

New Project Selection: New project applicants will be assessed on the following: project design, how the project addresses local priority needs, how the project aligns with local strategies and HUD's priority to end homelessness, budget appropriateness and accuracy, project match, leveraging, CoC participation, community collaboration, organizational capacity, use of Housing First, and implementation timeline. There may be new projects that fail to score well enough to be included in the NOFA submission, or there may not be enough new project funding to fund all requests. New project applicants are highly encouraged to review the new project application guide and instructions while preparing their application, which provide a wealth of resources on best practices, policies, procedures, and requirements. Scoring tools are provided in the Appendix.

Ranking Order: Renewal projects approved for inclusion in the CoC's project ranking will be ranked in the following order:

1. Renewal permanent supportive housing projects, ranked in order of highest to lowest percentage score (projects that have not completed a full operating year will be ranked at bottom of PSH programs)
2. Renewal rapid re-housing projects, ranked in order of largest number of units to smallest number of units

Coordinated Access SSO projects and new projects, including regular and domestic violence projects, will be ranked after the CPR Committee has evaluated all new and renewal projects. Coordinated Access SSO and new projects will be ranked in such a way to (1) maximize the CoC's overall application score; (2) maximize the score of Tier 2 projects and ensure the highest possibility of having projects funded; (3) increase the CoC's system performance; and (4) effectively meet HUD policies and priorities.

Tie-Breakers: Ties within the same project type will be broken in the following order:

- Highest % of clients exiting to or retaining permanent housing
- Highest utilization rate

The CPR may adjust individual projects up or down in the ranking or reallocate in order to fulfill HUD priorities, prevent potential losses of funding, and maximize the overall CoC application score.

If any project is rejected by the CPR Committee, a written letter is provided to the provider organization listing the reason(s) for denial. This letter is required to be sent to the provider organization no later than 15 days prior to the submission of the CoC consolidated application to HUD. The provider organization can appeal the process. (See below for more detail.)

All motions and other actions of the CPR Committee are to be approved by a majority vote. This recommendation is then presented at the CEAS/CoC Committee meeting. Once approved a copy of the Consolidated application is uploaded to the County's website (www.ucnj.org) under the Continuum of Care unit and the UC-CoC consolidated application is submitted to HUD.

CONFLICT OF INTEREST POLICY

Members of the Continuum of Care Priority Ranking Committee are precluded from participating in their official capacity in discussions and/or decision making regarding funding of programs or monitoring of programs for which they are employed, serve as a board member, or as a volunteer, or have a financial interest. In addition, the potential for conflict of interest is reviewed.

For purposes of assessing potential conflict of interest, Continuum of Care Priority Ranking members are asked to disclose information on themselves, their spouse, and other family members*.

**Family members include: children, parents, grandparents/grandchildren, uncles/aunts, siblings, in-laws, significant other, or other members of the immediate household.*

COUNTY'S ROLE

The County's role in this CPR Committee shall be through the Union County Department of Human Services Continuum of Care Unit (UC-CoC). This unit sends an email solicitation notification to the UC-CoC informing

them of the Continuum of Care application. This solicitation outlines the requirements for provider organizations interested in applying for these funds. Outreach is done to faith-based groups and all homeless social service provider agencies within the geographic area of UC-CoC. It is announced at the CEAS/CoC meeting and other meetings in the geographic area of UC-CoC.

UC-CoC staff provides detailed information on HUD and Union County Independent Monitoring Unit (IMU) findings in an effort to assist CPR Committee members in the ranking of project applications. IMU findings include, but are not limited to: adherence to HUD regulations, participant eligibility documentation, level of service, length of stay, support services provided and audit findings which, if found, are disclosed to the committee. HUD APRs are reviewed monthly by UC-CoC staff and negative APR results are shared with the CPR Committee. UC-CoC staff provides all Project applications to the CPR Committee for review. Committee members ask detailed questions and are provided the necessary information to rate project applications.

APPEALS

It is the policy of Union County that any agency/organization participating in Continuum of Care funding processes shall have the recourse to an appeal **based on procedural matters**. To ensure a uniform and equitable means of applying this policy, the following guidelines shall structure the appeals procedures. Any agency/organization shall have the right to appeal any Union County CPR Committee's funding recommendation on a **Procedural** basis if:

- a) *The funding was not publicized; there was insufficient time to prepare a completed proposal; or the application requirements or processes were inappropriate for the funds requested; or*
- b) *A conflict of interest charge can be substantiated against any Committee member.*

If any agency/organization chooses to appeal the funding disposition, the agency's Executive Director and/or Chief Operating Office must:

- i. *Contact the Union County Division of Individual & Family Support Services as of the date specified in the letter of funding disposition in order to formally initiate an appeal. The first contact must be by telephone to 908-527-4839 to be followed by a formal letter setting forth the reason(s) for the appeal.***
- ii. *Personally appear to present the appeal and submit any documents of evidence or proof of the procedural violation on the day/time of the appeal hearing as set forth by the Appeals Committee.*

*** All appeals must be initiated by telephone (with follow-up letter) on or before the date specified in the notification letter to the Union County Division of Individual & Family Support Services, Administration Building – 4th Floor, Elizabeth, NJ 07207, or by FAX (908) 558-2562. Program staff will notify the appealing agency of the date, time and location of the appeal hearing by telephone during the afternoon preceding the scheduled appeal hearing.*

Appeals Process

- A. Agencies applying for funds are advised of "Appeals Process".
- B. The Continuum of Care Priority Ranking (CPR) Committee makes tentative decisions regarding agency funding.
- C. All agencies submitting funding requests are advised of the tentative allocation recommendations in writing. Agencies not recommended for funding are given a brief explanation of the CPR Committee's decision, and are advised of procedures for appeal.
- D. The Committee will convene a meeting to hear appeal presentation(s) of agencies (up to 15 minutes allowed per agency). The Committee can reject the agency's appeal which thereby upholds the CPR Committee's original funding recommendations. The Committee can concur with the agency's appeal. In this case, the Committee must return documentation to serve as compelling reasons for the CPR Committee to review its original funding recommendations. In all cases, the final determining authority for all funding recommendations shall be the CPR Committee. The resulting recommendations are presented to CEAS/CoC.
- E. CEAS/CoC votes on the final funding recommendations. Persons in conflict shall abstain from the vote.

AMENDMENTS

The Project Priority Listing and Ranking Procedure may be amended by the two-thirds (2/3) vote of the voting members of the CEAS/CoC Committee, following an electronic or written notice at least two (2) weeks in advance to all Committee members indicating the proposed amendment or revision.

**Union County Continuum of Care
FY2019 CoC SuperNOFA Application - Ranking Score Criteria**

Maximum points available – 20 points

1. Sponsor Capacity/Project Value (5 Points)

A maximum of 5 points will be awarded if:

- The agency has been effectively implementing the project under review or has implemented similar projects in a timely fashion.
- The project under review provides a valuable service/housing opportunity to the homeless in Union County.
- The agency has attended at least 4 of the Comprehensive Emergency Assistance System and Continuum of Care (CEAS/CoC) Committee meetings held in the last year.

2. Project Type (5 Points)

Because of the focus and priority of both HUD and the local Continuum on providing the homeless with permanent housing the following points will be awarded based on the program type:

- 5 points will be awarded to permanent housing projects
- 5 points will be awarded to rapid re-housing projects
- 3 points will be awarded for HMIS projects
- 1 point will be awarded for transitional housing projects
- 0 points will be awarded for Supportive Service only projects

3. HUD Priority (Permanent Housing Providers Only) – Chronic Homelessness (3 Points)

As seen in past few Continuum of Care funding cycles, HUD is placing a large emphasis on the ability to house the chronically homeless to keep in line the Opening Doors Plan. For the reason, the following points will be awarded based on the percentage of chronically homeless being specifically served by the project:

- 3 points will be awarded to any project that has dedicated 100% of their beds to the chronically homeless
- 2 points will be awarded to any project that has dedicated or prioritized at least 75% of their beds to chronically homeless
- 1 point will be awarded to any project that dedicated or prioritized at least 50% of their beds to the chronically homeless

4. Housing First Model (3 Points)

The CoC has been successful in utilizing best practices to work towards ending homelessness. One of the most effective best practices and HUD policy priorities has been for projects to utilize a housing first approach to housing. To receive the 3 points associated with being a housing first project, the project must both:

- Demonstrate that they are a low barrier program by showing that participants are not screened out of their program due to any of the below reasons.
 - Having too little or no income.
 - Active or history of substance abuse.
 - Having a criminal record with exceptions for State-Mandated restrictions.
 - History of domestic violence (e.g. lack of a protective order, period of separation from abuser, or law enforcement involvement).

- Demonstrate that the clients are not terminated from the program for the reasons outlined in any of the below.
 - Failure to participate in supportive services.
 - Failure to make progress on service plan.
 - Loss of income or failure to improve income.
 - Being a victim of domestic violence.
 - Any other activity not covered in a lease agreement typically found in the project's geographic area.

5. Budget Appropriateness (2 Points)

Due to recent budget constraints and education in funding, it is essential for the local Continuum process to ensure all projects are requesting appropriate funds for projects as well as utilizing any funding they are currently receiving. For these reasons, maximum points will be awarded to projects in which:

- The budget is reasonable and appropriate for the number of households/persons that are expected to serve.
- Administration funding requested do not exceed 7% of the total of the budget line items.
- Project budget demonstrates match funding available of 25% of the total budget requested (this includes admin and excludes any leasing dollars).

6. Participation in Local Priorities (2 Points)

HUD has continued to put an emphasis on collaboration and participation in local priorities, such as ending veterans and chronic homelessness, as well as the requirement of participating in the coordinated assessment system of the community. Full points will be awarded for agencies that fully participates in all local homelessness initiatives.

Christina Topolosky

From: Samantha Carpio
Sent: Wednesday, July 17, 2019 12:32 PM
To: Agnes Oboz; Ana Y. Martinez (amartinez@ywcaec.org); Anthony Firetto (afiretto@hacenj.com); Barbara Johnson (BJJ@hacenj.com); Bernadette Griswold (BGriswold@caunj.org); Buddy Garfinkle (buddy.garfinkle@bridgewayinc.com); Carolee Marano; Cathy Hart (cjhart@hacenj.com); Christina Topolosky; Cory Storch (cory.storch@bridgewayinc.com); Dennis McNany (DMcNany@TGFYMCA.org); Earnestine Brookins (ebrookins@ymcaec.org); Fran Tatis (Francesca.Tatis@bridgewayrehab.org); Jacqueline Salter (JacquelineS@hap-nj.org); Janice Lilien (Jlilien@ywcaec.org); John F Porcaro; 'Karla Spivey'; 'Krishana Bristol-Allen'; Krystal Canady (kcanady@ymcaec.org); Lori Lewis - Covenant House New Jersey (llewis@covenanthouse.org); Maureen Segale-Glenn; Meghan Leigh - Covenant House NJ (MLEigh@covenanthouse.org); Melissa Lespinasse; Michelle Mobley (mmobley@caunj.org); Millie Aurigemma (maurigemma@caunj.org); Nancy Schneeloch (nancy.schneeloch@bridgewayinc.com); Randall Wood; Raymond Gora; Robin Foy (robin.foy@bridgewayinc.com); Samantha Carpio; Susan Pepper (SPepper@TGFYMCA.org); Tess U. Mabini (Teresita.Mabini@bridgewayinc.com); Zena Sutton (zenas@hap-nj.org)
Subject: FY2019 CoC – New Project(s) Call for Ltr of Intent
Importance: High

Subject: FY2019 CoC – New Project(s) Call for Ltr of Intent

We are pleased to announce that HUD has released its FY2019 SuperNOFA for Continuum of Care (CoC) Homeless Assistance Program application. This is part of a competitive application process that is due to Washington, DC on September 30, 2019.

The County is seeking a new project(s) that meets the application criteria. Please note that any agency seeking to apply for these funds must serve **new program participants**. Through the FY2019 Competition, the Union County CoC is eligible to apply for a total of \$4,740,594 for new and renewal projects that work towards the goal of ending homelessness. This total budget includes:

1. Renewal Funding in the amount of \$4,170,723
2. New Bonus Projects in the amount of \$237,030
3. Domestic Violence Bonus Projects in the amount of \$474,059

+All funds requested would be required to meet the 25% match, with the exception of leasing budget category, per the CoC Interim Rule.

Information regarding specific program type and subpopulation eligibility, as well as additional information regarding the CoC application process is available through the FY2019 Funding Specification Notice listed below and on HUD's website. Please review this information carefully as there have been some changes from prior funding years. Applicants should also review the FY2019 NOFA: <https://files.hudexchange.info/resources/documents/FY-2019-CoC-Program-Competition-NOFA.pdf> and the CoC Interim Rule:

<https://www.hudexchange.info/resource/2035/coc-program-interim-rule-formatted-version>.

New projects may be created using available funds through **the new Housing Bonus and new Domestic Violence Housing Bonus:**

- New **Rapid Re-Housing (PH-RRH)** projects that will serve homeless individuals and families, including unaccompanied youth.
- New **Joint Transitional Housing (TH) and PH-RRH** component projects as defined in Section II.C.3.m of this NOFA to better serve homeless individuals and families, including individuals or families fleeing or attempting to flee domestic violence.

This year, there is a strong emphasis on employment strategies. This is a newer policy emphasis for HUD, and it focuses on establishing connections to help households increase income so that they can afford stable housing.

In order to have a **new project** considered in the consolidated application for funding, we are inviting the **Executive Directors** of homeless assistance provider agencies and faith-based organizations to submit a Letter of Intent to apply **no later than Wednesday, July 24th, 2019 at 12:00 Noon** to the attention of:

Samantha Carpio - scarpio@ucnj.org

The letter should include the telephone number and e-mail address of the person with whom the County will interact to complete the application for funding. *Your letter of intent should include an abstract of the proposed project identifying the project type [PSH, TH-RRH and PSH-RRH], project activity (leasing or rental assistance), including the eligible costs, target population: chronically homeless/ homeless youth/ homeless families, number of **new** housing units (scattered site/sponsor based), number of **new** beds per unit, location of housing structure (scattered site/sponsor based), and estimated project budget amount.*

In order to expedite this technical application process, upon review of your Letter of Intent we will email you further instructions. *All interested new project sponsors will be asked to attend a Technical Assistance Meeting (date/location/time to be determined).*

The County is asking that **Project Sponsors for new projects be vigilant in submitting all requested information accurately and timely as requested by the County.** With HUD's tight time frame there will be no room for extensions. *Please be advised it is the responsibility of the renewal project sub-recipient organization to ensure all information listed in the proposal is accurate/complete as the County is preparing and submitting the proposal on behalf of your organization.*

Again this year all projects will be ranked (new and renewal) and renewals may be at risk of reduction or loss of funding.

To be clear, any new project submitted in the FY2019 SuperNOFA CoC application will be ranked last in order to preserve renewal demand to the fullest extent.

Should you have any questions, please feel free to reach out our office:

- Samantha Carpio at (908) 527-4874 or email scarpio@ucnj.org
- Christina Topolosky at (908) 527-4839 or email ctopolosky@ucnj.org

The Union County CoC looks forward to working with you and thank you for your efforts in providing quality homeless assistance services.

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- [Code Blue Emergency Shelter](#)
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DEPARTMENT OF HUMAN SERVICES

Continuum of Care/Homeless Unit

Samantha Carpio, CoC Coordinator

Phone Number: [908-527-4874](tel:908-527-4874) or [908-527-4861](tel:908-527-4861)

The mission of the Union County Department of Human Services is to coordinate and deliver quality, cost-effective programs and services that recognize and respond to quality-of-life needs of Union County's elderly, poor, underemployed and youth populations. The Division of Planning's responsibility is to facilitate provision of a wide variety of countywide social and supportive service programs, including but not limited to, those homeless assistance services made available by local provider agencies.

The Union County Continuum of Care/Homeless (CoC/H) unit provides information and referral on safety-net services to promote self-sufficiency. Services are contracted with community and faith-based agencies specializing in homeless services (including homeless prevention). Staff support for the Comprehensive Emergency Assistance Systems and Continuum of Care (CEAS/CoC) Committee is also provided. To join CEAS/CoC Committee and/or be added to the distribution list: please check out the [Agency Contact & Voting Representative Information Form](#).

Resources

[Code Blue – Homeless Emergency Shelter Initiative](#)

The CEAS/CoC Committee usually meets the 2nd Thursday of every month (unless otherwise indicated*), starting in January. Please note that CEAS/CoC does not meet during the months of July and August. The 2018 meeting schedule is as follows:

Date	Time	Location
January 11th	9:30 a.m.	Plainfield Area YMCA 518 Watchung Ave., Plainfield (908) 756-6060
April 5th	9:30 a.m.	Family Promise 402 Union Ave., Elizabeth (908) 289-7300

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May 10th	9:30 a.m.	The Salvation Army 615 Watchung Ave, Plainfield (908) 756-2595
June 14th	9:30 a.m.	The Salvation Army 1005 East Jersey Street, Elizabeth (908) 352-7057
September 13th	9:30 a.m.	Ruth Fellowship Ministries, Inc. 733 S. 2nd St., Plainfield (908) 412-0500
November 8th	9:30 a.m.	Community Access Unlimited 80 West Grand St. Elizabeth (908) 354-3040

Note that location/time is subject to change. If you have any questions, please contact the CEAS/CoC Committee support staff at (908) 527-4861.

Proposed Agenda for the next CEAS/CoC meeting: [September 13th](#)

Collaborative Application for the FY2019 SuperNOFA CoC Program Competition

- [Call for Ltr of Intent for New Project\(s\)](#)
 - Ltr of Intent due Wednesday, July 24, 2019
- [Application Submission](#)
 - The ranking recommendations were reviewed and approved at the September 12, 2019 CEAS/CoC Committee meeting.

Collaborative Application for the FY2018 SuperNOFA CoC Program Competition

- [Call for Ltr of Intent for New Project\(s\)](#)
 - Ltr of Intent due Monday, August 6, 2018
- [Application Submission](#)
 - The ranking recommendations were reviewed and approved at the September 13, 2018 CEAS/CoC Committee meeting.

[Collaborative Application for the FY2017 SuperNOFA CoC Program Competition](#)

- [Call for Ltr of Intent for New Project\(s\)](#)
- [Application Submission](#)
 - The ranking recommendations were reviewed and approved at the September 22, 2017 CEAS/CoC Committee meeting.

2017 Point-In-Time Count of the Homeless

Conducted on January 24, 2017.

- [Fact Sheet](#) (Executive Summary)

- [Results Report](#) (Full Detail)

For more information about homeless and homeless prevention service providers, please check out the [Union County Homeless Services Resource Directory](#) and [Quick Reference Sheet](#).

The Union County 24-Hour Homeless Hotline is: [908-249-4815](tel:908-249-4815).

For information about Foreclosure Assistance, please check out the Foreclosure Resources, provided by the [Union County Foreclosure Task Force](#).

For information about the Code Blue Homeless Emergency Shelter Initiative, please check out the [Code Blue website](#).

Additional Resources:

- NJ 2-1-1 – <http://www.nj211.org/>
- NJ Helps – <http://www.njhelps.org/>
- NJ Find a Ride – <http://www.njfindaride.org/>
- Legal Services of NJ – <http://www.lsnjlaw.org/>
- NJ Anti-Hunger Coalition – <http://www.njahc.org>
- NJ Housing Resource Center – <http://www.njhrc.gov>
- NJ Self-Help Group Clearinghouse – <http://www.njgroups.org/>
- NJ Family Care (health insurance program) – <http://www.njfamilycare.org>
- Affordable Care Act (health insurance program) – <https://www.healthcare.gov>
- NJ Community Resources – <http://www.njcommunityresources.info/>
- NJ Department of Human Services – <http://www.state.nj.us/humanservices/>
- NJ Housing and Mortgage Finance Agency – <http://www.nj.gov/dca/hmfa/>
- NJ Dept. of Community Affairs–Div. of Housing & Community Resources – <http://www.state.nj.us/dca/divisions/dhcr/index.shtml>
- End Hunger NJ – <http://www.endhungernj.org>
- Anti-Poverty Network of NJ – <http://www.antipovertynetwork.org/>

Staff Contacts for the CoC/H Unit:

- **908-527-4861** (Homeless & Homeless Prevention Information/Referral)
- **908-527-4841** (Homeless & Homeless Prevention Information/Referral)
- **908-527-4837** (Continuum of Care & Information/Referral)
- **908-527-4828** (Continuum of Care & Information/Referral)

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Collaborative Application for the FY2019 SuperNOFA CoC Program Competition

The FY2019 Collaborative Application for the FY2019 SuperNOFA CoC Program Competition was submitted by the Union County Department of Human Services on Friday, September 27, 2019. The application was prepared by the lead UC-CoC with the recommendations from the CoC Priority Ranking Committee (CPR). The CPR used the previously established Project Priority Listing & Ranking Procedure to determine the priority list and ranking of all proposed projects. Once the CPR Committee decided on their recommendations for this year's application, they were reviewed and approved at the September 12, 2019 CEAS/CoC Committee meeting.

- [Union County Continuum of Care \(CoC\) Project Priority Listing & Ranking Procedure](#)
- [Union County Continuum of Care \(CoC\) Reallocation Process](#)
- [Union County Continuum of Care \(CoC\) Projects Rejected/Reduced](#)
- [Union County Continuum of Care \(CoC\) Projects Accepted](#)
- [CoC Application – Exhibit 1 \(CoC Registration\)](#)

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- [CoC Application – Priority Listing](#)

Below you will find all the project applications submitted.

New Projects

- [The Gateway Family YMCA – Bridgeway TH-RRH Joint Project](#)
- [Union County CoC Planning Project](#)

Renewal Projects

- [Bridgeway Supportive Housing](#)
- [Bridgeway-Elizabeth Housing Authority 20U TRA](#)
- [Bridgeway-Elizabeth Housing Authority 45U TRA](#)
- [Bridgeway-Plainfield Housing Authority 11U TRA](#)
- [Bridgeway-Plainfield Housing Authority 15U TRA](#)
- [Bridgeway-Plainfield Housing Authority 25U TRA](#)
- [Community Access Institute](#)
- [Community Access Unlimited – W Grand](#)
- [Community Access Unlimited – Jaques](#)
- [Covenant House New Jersey](#)
- [Elizabeth Housing Authority/Bridgeway & Prevention Links](#)
- [Homefirst 5U Supportive Housing](#)
- [Homefirst-Plainfield Housing Authority 35U TRA](#)
- [The Gateway Family YMCA/ECHH TH-PH RRH](#)
- [The Gateway Family YMCA – Family](#)
- [The Gateway Family YMCA – Individual](#)
- [The Gateway Family YMCA – Madison](#)
- [YWCA of Eastern Union County Supportive Housing](#)

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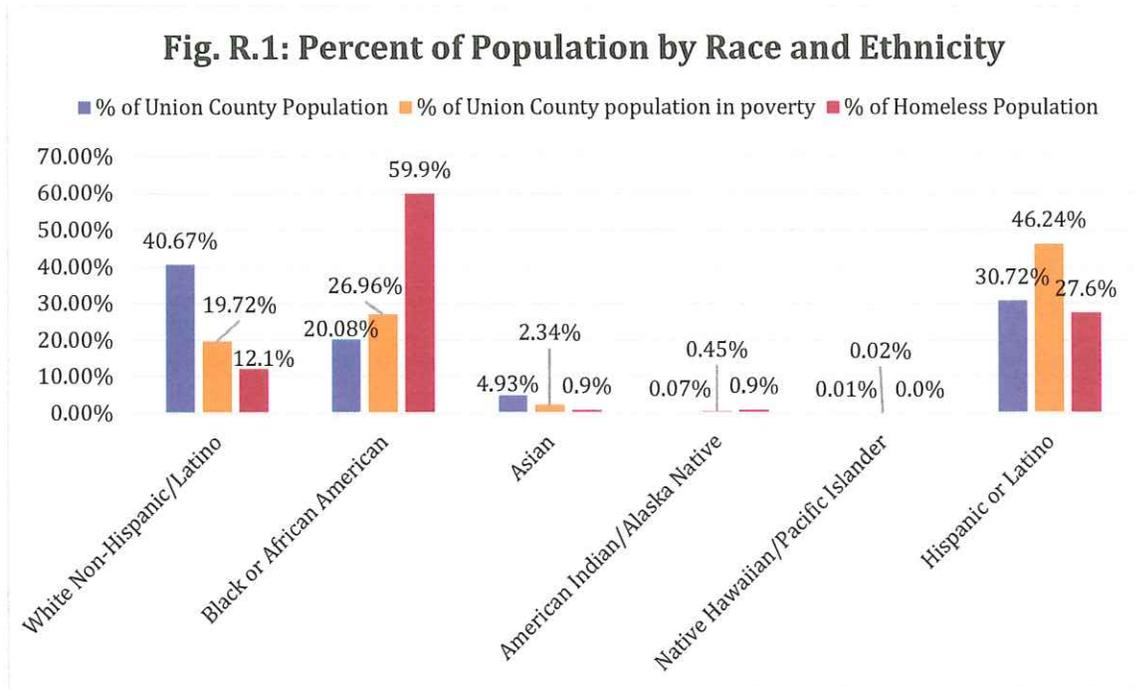
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II. Racial Disparities in Total Homeless Population

NJ Counts 2019 provides a snapshot of the population experiencing homelessness in the Union County on a single night. The results of this report are intended to assist communities in understanding the characteristics and needs of those experiencing homelessness to improve service delivery and resource targeting to effectively end homelessness. As communities work to expand their understanding of the root causes of homelessness it is important recognize the structural forces impacting trajectories into and out of homelessness. Disparities in who experiences homelessness highlight the impact of a pervasive structural force: Systemic Racism. Acknowledging and understanding the impact of systemic racism on those experiencing homelessness is key to developing an effective system responsive to the community and strengthened in cultural understanding and awareness.

On January 22, 2019 there were 438 persons experiencing homelessness on a single night in Union County. Figure R.1 illustrates the racial breakdown of the total population in Union County, those living below the poverty line, and those experiencing homelessness.



In looking at the racial breakdown of those experiencing homelessness in relation to the racial breakdown in the general population and those living in poverty, disparate impacts along racial lines become evident. According to the American Community Survey 2017 annual estimates prepared by the Census Bureau, about 557,320 people live in Union County, and 10.2% (56,826 persons) of Union County residents are living below the poverty line. There is a strong correlation between poverty and homelessness, however, the racial disparities evident in the counted homeless population indicate that poverty alone does not

determine who will experience homelessness. Given the disparities present in the data, it is evident that systemic racism plays a significant role in factors contributing to homelessness. The data from Figure R.1 indicates the following:

- Persons identifying as Black or African American are overrepresented in the population experiencing homelessness. While 20.1% of the general population, persons identifying as Black or African American are 26.9% of the population in poverty and 59.9% of the population counted as experiencing homelessness.
- Persons identifying as Asian have the lowest rates of homelessness making up 4.9% county population, 2.3% of the population living below the poverty level, and 0.9% of those counted as homeless.
- Persons identifying as Black or African American represent 59.9% of the sheltered population (staying in emergency shelter, transitional housing or safe havens) and 59% of the counted unsheltered population. Persons identifying as White and not Hispanic or Latino represent 12.0% of the sheltered population and 12.8% of the counted unsheltered population. Persons identifying as Hispanic/Latino represent 26.3% of the sheltered population and 25.6% of the counted unsheltered population.

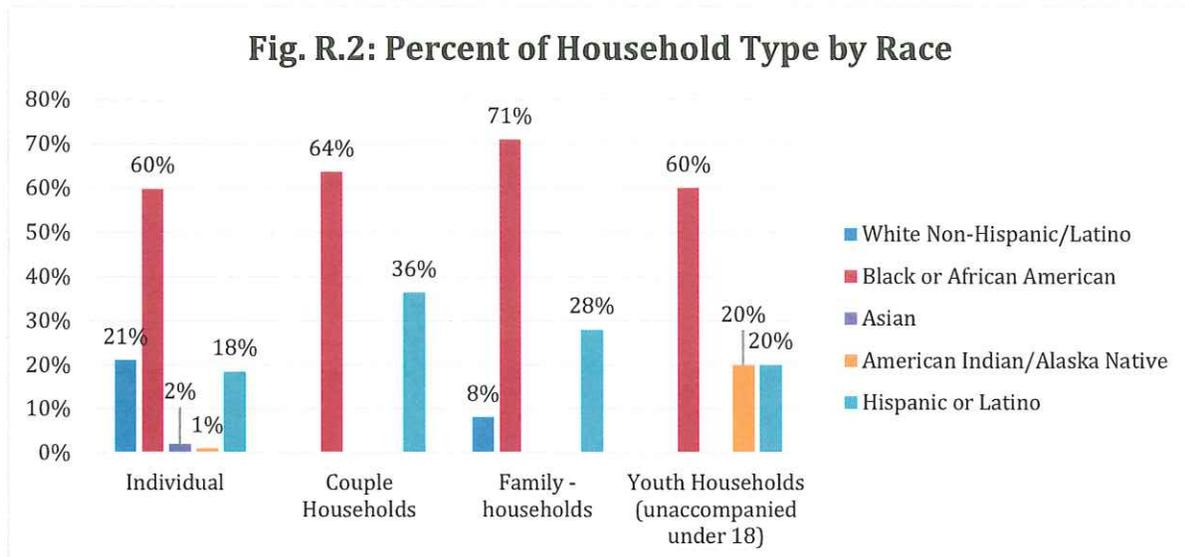


Figure R.2 illustrates the racial breakdown within each household type for those counted as experiencing homelessness.

- Persons identifying as Black or African American make up the majority of all household types counted as homeless including individual, couple and family, and youth.
- 10% of households identifying as White, 17% of households identifying as Black or African American and 17% of households identifying as Hispanic/Latino were in families with at least one child under the age of 18.

Disparities along racial and ethnic lines in the identified population experiencing homelessness are seen in a number of other areas including the following:

- Persons identifying as Black or African American make up 67% of children 0-5, 64% of children 6-17, and 81% of youth 18 – 24.

- 60% of persons identifying as White reported receiving Medicaid as compared to 44% of persons identifying as Black or African American and 35% of persons identifying as Hispanic/Latino.
- 69% of persons identifying as White reported a disability as compared to 40% of persons identifying as Black or African American and 34% of persons identifying as Hispanic/Latino.

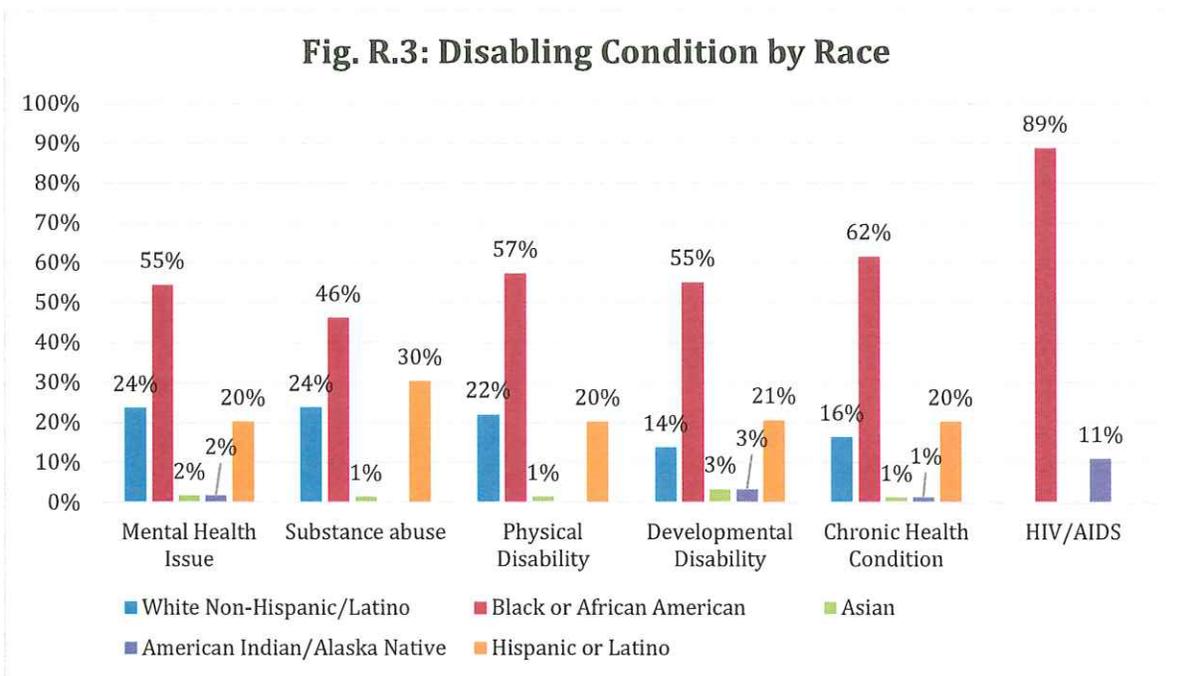


Figure R.3 illustrates the racial breakdown within each disabling condition reported.

- The majority of persons reporting each category of disabling condition identified as Black or African American.
- 50% of persons identifying as White, 23% of persons identifying as Black or African American and 20% of persons identifying as Hispanic/Latino had a mental health issue.
- 23% of persons identifying as White reported a chronic health condition as compared to 17% of persons identifying as Black or African American and 13% of persons identifying as Hispanic/Latino.

Disparities were seen in a number of other questions included in the PIT survey in addition to the ones reported here. Given this information, it is clear that more research is needed to fully understand the causes, correlations and impacts as it relates to racial disparities. In addition, this information highlights the need for homeless service systems to make deliberate efforts to understand and address racial disparities in order to better serve those experiencing homelessness and effectively end their homelessness.