NY-501 REGIONAL CONTINUUM OF CARE
2013 PROJECTS AND OBJECTIVES

HEARTH Act/COC Program Rule Timetable Fixed Activities

Winter 2013

- Complete grantwriting process and filing of 2012 CoC Program Collaborative Application
- Execute Point in Time & Housing Inventory Count surveys across continuum [PIT/HIC]
- Produce and publish PIT Count Study
- Convene General Membership Meeting
- Assessment of HEARTH funded projects and entitlement spending (quarterly)

Spring 2013

- Complete filing of PIT/HIC data with HUD HDX, along with descriptive narratives
- Prepare and complete 2013 CoC Annual Checkup Survey, Action Plan, and Overview Report—File with HUD
- Assessment of HEARTH funded projects and entitlement spending (quarterly)

Summer 2013

- Begin 2013 CoC Program Grant Process
- Convene General Membership Meeting
- Assessment of HEARTH funded projects and entitlement spending (quarterly)

Fall 2013

- Complete CoC Program Grant Process
- Prepare & launch trainings for 2014 PIT/HIC
- Convene General Membership Meeting
- Assessment of HEARTH funded projects and entitlement spending (quarterly)

Annual Activities—Quarterly

- Convene CoC Board Meetings
- Participate in county level housing & homelessness planning groups
HEARTH Act/CoC Program Interim Rule Mandatory Activities

New Requirements/Internal Projects

- Consult regularly with and monitor consolidated plan/Participating Jurisdiction communities usage of ESG (Emergency Solutions Grant) funding and planning as stipulated in the CoC Program Interim Rule and the ESG Program, Consolidated Plan Conforming Amendments.

- Develop and deploy a regional *Coordinated Assessment Plan*. This plan will include standardized assessment & referral protocols for initial client screening—as well as defined intake metrics which are to be benchmarked for CoC Performance & Outcome monitoring and reporting. This must be in place and operational by mid-2014. Currently underway with HUD technical assistance from the Corporation for Supportive Housing (CSH).

- Convene new continuum-wide *Foster Care Planning Committee*, whose responsibility will be to create and implement a Foster Care Discharge Plan and protocols to prevent youth being transitioned from the foster care system into homelessness.

- Convene new continuum-wide *Healthcare Discharge Planning Committee*, whose responsibility will be to create and implement a Discharge Plan policy for hospitals and allied health care facilities to prevent patients from being discharged from medical care into homelessness.

- Continue overhaul of existing and development of new *CoC Policy & Procedure* documents and protocols to meet federal statutory requirements.

Research & Development Activities Necessary to Support Other Requirements

- *Steuben County Affordable Housing Study*. The CoC and other stakeholders must convene a county housing committee (which will serve other CoC required needs as well) to execute a study of affordable housing and gaps existing within the county. This serves as a prelude to the Continuum gaps study, CoC goals, and Strategic Plan process.

- *Continuum Wide Gaps Analysis*. This combines the work of the various county level housing committees, resulting studies, and a variety of demographics and
metrics to create a comprehensive picture of regional poverty, service needs, and projections for affordable housing development. Required to inform the Strategic Plan, CoC Program Application, and Annual Action Plan. No current analysis exists, and must be updated annually.

- **CoC Strategic Plans (1, 5, & 10 Year).** All CoC’s are required to have and maintain a multi-year plan that addresses identified regional needs, gaps, and defines achievable goals—aligning with “Opening Doors: The National Plan to End Homelessness.” The current ‘plan’ is outdated, not in the proper form—and a new document must be in place by the 2013 CoC Program Application.

- **Evidence Based Outcomes Evaluation.** The CoC must develop and put into place a process whereby populations served are monitored and evaluated on a spectrum of criteria which are metrics based. The process ranks client need and self-sufficiency measures upon intake, and at key points in the service process cycle. The resulting self-sufficiency matrix is then used to validate program effectiveness and service delivery gaps to be used for internal planning purposes and in reporting to HUD.

**Ongoing CoC/Community Activity Requirements**

- Reconstruct and convene Mental Health & Corrections Discharge Planning Committees. These committees must develop and approve a regional discharge plan that addresses preventing psychiatric, addictions treatment, and jail populations from being discharged into homelessness.

- Reassemble a School Homelessness Liaison team comprised of an available resource person in each school district of the Continuum—and create a plan that addresses retention of students in the school system who are at-risk of or are experiencing homelessness. Required under McKinney-Vento provisions for both the CoC and federal funding for school districts.

- Participate in Consolidated Plan process as it applies to homelessness and affordable housing. CP/PJ communities of practice are Allegany & Chemung Counties, and the City of Elmira.

- Participate and/or facilitate county level Housing & Homelessness Task Force committees and working groups for each county of the Continuum. These are required to develop needs and gaps assessments.
Continuum Capacity Building Initiatives

- **SAMHSA SOAR Initiative.** Continue to lead development and deployment efforts, coordinate trainings, and evaluate outcomes for client population served. This initiative is presently a “strongly recommended” process by HUD, must be documented in the annual CoC Program Collaborative Application, and generates additional scoring points for the Continuum’s funding priority ranking.

- **Funding Development & Education.** The Lead Agency has an obligation to seek out new funding sources and partnerships to build capacity. This includes financial support for various required initiatives, CoC staff training, and conference participation.

- **HMIS Development & Process Improvement.** In collaboration with the CoC’s HMIS Lead Agency, create such initiatives that increase and expand participation in the HMIS Reporting System; continue to implement data quality and process improvement standards and policies; expand HMIS to include new evaluation and reporting benchmarks; structure HMIS and other metric collection systems to meet state and federal data warehousing/reporting requirements.

- **State Level Collaborative Initiatives.** The CoC has begun participation with the NY Office of Temporary Disability Assistance (OTDA) in its creation of a statewide data warehouse project. Other initiatives are collaboration with other HUD Continua of Care across the state to develop consistent policy and practice shared across jurisdictions; networking with regional affordable housing developers to improve and increase the available regional housing inventory.

- **Membership & Advocacy.** Engage in such networking and educational opportunities that will lead to increased membership and representation of service providers and stakeholders within the CoC General Membership; select and install appropriate representative members on the Continuum of Care Board; engage in public education of homelessness and affordable housing issues, needs, and activities through a variety of media and direct networking opportunities.