Before Starting the CoC Application

The CoC Consolidated Application is made up of two parts: the CoC Application and the CoC Priority Listing, with all of the CoC’s project applications either approved and ranked, or rejected. The Collaborative Applicant is responsible for submitting both the CoC Application and the CoC Priority Listing in order for the CoC Consolidated Application to be considered complete.

The Collaborative Applicant is responsible for:
- Reviewing the FY 2016 CoC Program Competition NOFA in its entirety for specific application and program requirements.
- Using the CoC Application Detailed Instructions while completing the application in e-snaps.
- Answering all questions in the CoC application. It is the responsibility of the Collaborative Applicant to ensure that all imported and new responses in all parts of the application are fully reviewed and completed. When doing this keep in mind:

  - This year, CoCs will see that a few responses have been imported from the FY 2015 CoC Application.
  - For some of the questions HUD has provided documents to assist Collaborative Applicants in completing responses.
  - For other questions, the Collaborative Applicant must be aware of responses provided by project applications in their Project Applications.
  - Some questions require the Collaborative Applicant to attach a document to receive credit. This will be identified in the question.
  - All questions marked with an asterisk (*) are mandatory and must be completed in order to submit the CoC Application.

For CoC Application Detailed Instructions click here.
1A. Continuum of Care (CoC) Identification

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: MO-500 - St. Louis County CoC

1A-2. Collaborative Applicant Name: Saint Louis County

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Saint Louis County
1B. Continuum of Care (CoC) Engagement

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1B-1. From the list below, select those organizations and persons that participate in CoC meetings. Then select "Yes" or "No" to indicate if CoC meeting participants are voting members or if they sit on the CoC Board. Only select "Not Applicable" if the organization or person does not exist in the CoC's geographic area.

<table>
<thead>
<tr>
<th>Organization/Person Categories</th>
<th>Participates in CoC Meetings</th>
<th>Votes, including electing CoC Board</th>
<th>Sits on CoC Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government Staff/Officials</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>CDBG/HOME/ESG Entitlement Jurisdiction</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Local Jail(s)</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Hospital(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>EMT/Crisis Response Team(s)</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Mental Health Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Substance Abuse Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Affordable Housing Developer(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Public Housing Authorities</td>
<td>Yes</td>
<td>No</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>CoC Funded Youth Homeless Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Non-CoC Funded Youth Homeless Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>School Administrators/Homeless Liaisons</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>CoC Funded Victim Service Providers</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Non-CoC Funded Victim Service Providers</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Street Outreach Team(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Youth advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Agencies that serve survivors of human trafficking</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Other homeless subpopulation advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Homeless or Formerly Homeless Persons</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Faith Based Organizations</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
1B-1a. Describe in detail how the CoC solicits and considers the full range of opinions from individuals or organizations with knowledge of homelessness or an interest in preventing and ending homelessness in the geographic area. Please provide two examples of organizations or individuals from the list in 1B-1 to answer this question.

The St. Louis County Continuum of Care meets monthly and publicizes the meeting dates and times through the County website, email announcements within the County and neighboring CoC’s, and through listserves. Homeless and formerly homeless individuals attend the meetings and provide input and feedback on the policy and decision making process. Faith based organizations attend the County CoC meetings as well, these organizations often provide services to homeless individuals in their community and are viable resources for the Continuum when seeking seasonal housing options. CIT Officers have become very active in the Continuum of Care. This expands their knowledge of the type of services that are available to homeless individuals as they often encounter chronically homeless individuals on the street. CIT officers work with entities around the CoC to find placement for these individuals. This collaboration has increased the number of officers that participate in annual PIT counts.

1B-1b. List Runaway and Homeless Youth (RHY)-funded and other youth homeless assistance providers (CoC Program and non-CoC Program funded) who operate within the CoC’s geographic area. Then select "Yes" or "No" to indicate if each provider is a voting member or sits on the CoC Board.

<table>
<thead>
<tr>
<th>Youth Service Provider (up to 10)</th>
<th>RHY Funded?</th>
<th>Participated as a Voting Member in at least two CoC Meetings between July 1, 2015 and June 20, 2016.</th>
<th>Sat on CoC Board as active member or official at any point between July 1, 2015 and June 20, 2016.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Epworth Children and Family Services</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Youth In Need</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Every Child's Hope</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Mary Grove</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>DHS Youth Programs</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Good Shepard</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Covenant House</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>St. Vincent</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>LSEM Youth Family Advocacy</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

1B-1c. List the victim service providers (CoC Program and non-CoC Program funded) who operate within the CoC's geographic area.
Then select "Yes" or "No" to indicate if each provider is a voting member or sits on the CoC Board.

<table>
<thead>
<tr>
<th>Victim Service Provider for Survivors of Domestic Violence (up to 10)</th>
<th>Participated as a Voting Member in at least two CoC Meetings between July 1, 2015 and June 30, 2016</th>
<th>Sat on CoC Board as active member or official at any point between July 1, 2015 and June 30, 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathy J Weinmann Center</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>St. Martha’s Hall</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>The Women's Safe House</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Family Resource Center</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Redevelopment Opportunities For Women</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Lydia's House</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>LSEM Last Solution Program</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

1B-2. Explain how the CoC is open to proposals from entities that have not previously received funds in prior CoC Program competitions, even if the CoC is not applying for new projects in 2016. (limit 1000 characters)

The County Continuum of Care posts an RFP to seek out services as funding is made available. This RFP is posted on the County’s website and is distributed within the various neighboring CoC’s. The RFP can also be accessed through the Post Dispatch online. The CoC is constantly looking to expand the number of providers in an effort to promote widespread continuum participation among other non-funded organizations and also in an effort to obtain and leverage other community resources as to allow reallocation of existing continuum funds to be applied toward other needs of the continuum that are not being met. Proposals are solicited from the entire CoC and once submitted for funding are reviewed and ranked by CoC members. All agencies are encouraged to apply for funds, this includes other non CoC housing providers.

1B-3. How often does the CoC invite new members to join the CoC through a publicly available invitation? Monthly
1C. Continuum of Care (CoC) Coordination

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1C-1. Does the CoC coordinate with Federal, State, Local, private and other entities serving homeless individuals and families and those at risk of homelessness in the planning, operation and funding of projects? Only select "Not Applicable" if the funding source does not exist within the CoC's geographic area.

<table>
<thead>
<tr>
<th>Funding or Program Source</th>
<th>Coordinates with Planning, Operation and Funding of Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Opportunities for Persons with AIDS (HOPWA)</td>
<td>Yes</td>
</tr>
<tr>
<td>Temporary Assistance for Needy Families (TANF)</td>
<td>Yes</td>
</tr>
<tr>
<td>Runaway and Homeless Youth (RHY)</td>
<td>Yes</td>
</tr>
<tr>
<td>Head Start Program</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and service programs funded through Federal, State and local government resources.</td>
<td>Yes</td>
</tr>
</tbody>
</table>

1C-2. The McKinney-Vento Act, requires CoC's to participate in the Consolidated Plan(s) (Con Plan(s)) for the geographic area served by the CoC. The CoC Program Interim rule at 24 CFR 578.7 (c) (4) requires the CoC to provide information required to complete the Con Plan(s) within the CoC’s geographic area, and 24 CFR 91.100(a)(2)(i) and 24 CFR 91.110 (b)(2) requires the State and local Con Plan jurisdiction(s) consult with the CoC. The following chart asks for the information about CoC and Con Plan jurisdiction coordination, as well as CoC and ESG recipient coordination.

CoCs can use the CoCs and Consolidated Plan Jurisdiction Crosswalk to assist in answering this question.

<table>
<thead>
<tr>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Con Plan jurisdictions with whom the CoC geography overlaps</td>
</tr>
<tr>
<td>How many Con Plan jurisdictions did the CoC participate with in their Con Plan development process?</td>
</tr>
<tr>
<td>How many Con Plan jurisdictions did the CoC provide with Con Plan jurisdiction level PIT data?</td>
</tr>
<tr>
<td>How many of the Con Plan jurisdictions are also ESG recipients?</td>
</tr>
<tr>
<td>How many ESG recipients did the CoC participate with to make ESG funding decisions?</td>
</tr>
<tr>
<td>How many ESG recipients did the CoC consult with in the development of ESG performance standards and evaluation process for ESG funded activities?</td>
</tr>
</tbody>
</table>
1C-2a. Based on the responses provided in 1C-2, describe in greater detail how the CoC participates with the Consolidated Plan jurisdiction(s) located in the CoC’s geographic area and include the frequency and type of interactions between the CoC and the Consolidated Plan jurisdiction(s). (limit 1000 characters)

As of August 2016, the St. Louis County Department of Human Services was named as a lead applicant along with the County’s Office of Community Development (OCD) in the development of the Con Plan. The County DHS has continued to work closely with the County’s OCD to hold public hearings, address the public's comments and feedback and evaluate the effectiveness of programs that are implemented. The County DHS collects data from neighboring consortium partners on applicable ESG and CDBG activities. The County also provides PIT and HIC data into the Con Plan which is helpful in planning ESG activities and making funding decisions.

1C-2b. Based on the response in 1C-2, describe how the CoC is working with ESG recipients to determine local ESG funding decisions and how the CoC assists in the development of performance standards and evaluation of outcomes for ESG-funded activities. (limit 1000 characters)

The Hearth Act requires that the boards of CoC’s are active in funding decisions and selection of providers. The CoC board decides on funding priorities and those are posted to the CoC for comments and feedback, prior to the posting of an RFP. The Rank and Review committee of the CoC ranks projects and determines the ESG recipients and the level of funding to each. The County Department of Human Services is primarily responsible for the contract monitoring of existing and new ESG recipients, however the results of those monitoring reports are distributed to this CoC board for recommendations and funding options. This feedback is provided in the annual Action Plan to determine if objectives are being met and funding is being utilized appropriately.

1C-3. Describe how the CoC coordinates with victim service providers and non-victim service providers (CoC Program funded and non-CoC funded) to ensure that survivors of domestic violence are provided housing and services that provide and maintain safety and security. Responses must address how the service providers ensure and maintain the safety and security of participants and how client choice is upheld. (limit 1000 characters)

Victim service providers attend the CoC meetings and are very active within the CoC through their participation on various sub-committees. They offer valuable and ongoing input on services for DV victims. They are active in regional coordinated entry and established a front door and involved with the Front Door Manual. Creating a safe situation for the client and their family is critical to the CoC when determining housing options for DV victims and other agency collaboration. The confidentiality of the DV clients is maintained at the CoC level and with our HMIS provider. Other organizations such as schools, employment centers, and other supportive service sites that work with DV providers are
sensitive to these issues and provide services that continue to promote safety and the empowerment to maintain stable lives.

1C-4. List each of the Public Housing Agencies (PHAs) within the CoC’s geographic area. If there are more than 5 PHAs within the CoC’s geographic area, list the 5 largest PHAs. For each PHA, provide the percentage of new admissions that were homeless at the time of admission between July 1, 2015 and June 30, 2016 and indicate whether the PHA has a homeless admissions preference in its Public Housing and/or Housing Choice Voucher (HCV) program.

<table>
<thead>
<tr>
<th>Public Housing Agency Name</th>
<th>% New Admissions into Public Housing and Housing Choice Voucher Program from 7/1/15 to 6/30/16 who were homeless at entry</th>
<th>PHA has General or Limited Homeless Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td>St. Louis County Housing Authority</td>
<td>0.00%</td>
<td>No</td>
</tr>
<tr>
<td>Wellston Housing Authority</td>
<td>0.00%</td>
<td>No</td>
</tr>
</tbody>
</table>

1C-5. Other than CoC, ESG, Housing Choice Voucher Programs and Public Housing, describe other subsidized or low-income housing opportunities that exist within the CoC that target persons experiencing homelessness.

(limit 1000 characters)

The St. Louis County continues to work with the Planning Department to explore opportunities for low income housing for homeless individuals and families. The County CoC has an established stock of private landlords that work with the CoC to provide housing services to homeless families. These landlords often waive certain fees and work with individuals regardless of criminal history background, negative rental history and negative credit history. These landlords are often willing to make housing available to this population with or without rental subsidy. Faith based organizations have made housing available to this group as well. As entities within the CoC establish other housing options, that information is communicated to the entire CoC.

1C-6. Select the specific strategies implemented by the CoC to ensure that homelessness is not criminalized in the CoC’s geographic area. Select all that apply.

- Engaged/educated local policymakers: X
- Engaged/educated law enforcement: X
<table>
<thead>
<tr>
<th>Implemented communitywide plans:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>No strategies have been implemented</td>
<td></td>
</tr>
<tr>
<td>Other: (limit 1000 characters)</td>
<td></td>
</tr>
</tbody>
</table>
1D. Continuum of Care (CoC) Discharge Planning

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1D-1. Select the system(s) of care within the CoC’s geographic area for which there is a discharge policy in place that is mandated by the State, the CoC, or another entity for the following institutions? Check all that apply.

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

1D-2. Select the system(s) of care within the CoC’s geographic area with which the CoC actively coordinates with to ensure institutionalized persons that have resided in each system of care for longer than 90 days are not discharged into homelessness. Check all that apply.

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

1D-2a. If the applicant did not check all boxes in 1D-2, explain why there is no coordination with the institution(s) that were not selected and explain how the CoC plans to coordinate with the institution(s) to ensure persons
discharged are not discharged into homelessness. (limit 1000 characters)

The CoC does have discharge procedures in place for all of the institutions listed above, but continues to work with these institutions to ensure that policies are being enforced and to ensure that new personnel or level of authority are educated on these practices.
1E. Centralized or Coordinated Assessment
(Coordinated Entry)

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

The CoC Program Interim Rule requires CoCs to establish a Centralized or Coordinated Assessment System which HUD refers to as the Coordinated Entry Process. Based on the recent Coordinated Entry Policy Brief, HUD’s primary goals for the coordinated entry process are that assistance be allocated as effectively as possible and that it be easily accessible no matter where or how people present for assistance.

1E-1. Explain how the CoC's coordinated entry process is designed to identify, engage, and assist homeless individuals and families that will ensure those who request or need assistance are connected to proper housing and services.
(limit 1000 characters)

The County CoC has selected the VI-SPDAT as the assessment tool it will use for Coordinated Entry. The CoC has partnered regionally to initiate implementation of Coordinated Entry and expects full participation of provider agencies within the next 3 months. An individual that presents as homeless can access this process through the Housing Helpline or through the Front Door. Once the assessment process is complete the individual is then referred to the appropriate program based on their level of need per the assessment tool. This process assures that individuals are rapidly referred to the appropriate program with services catered to the needs of that client. Services will be provided to the individual to assist them in moving towards the highest level of stability.

1E-2. CoC Program and ESG Program funded projects are required to participate in the coordinated entry process, but there are many other organizations and individuals who may participate but are not required to do so. From the following list, for each type of organization or individual, select all of the applicable checkboxes that indicate how that organization or individual participates in the CoC’s coordinated entry process. If there are other organizations or persons who participate but are not on this list, enter the information in the blank text box, click "Save" at the bottom of the screen, and then select the applicable checkboxes.

<table>
<thead>
<tr>
<th>Participate in</th>
<th>Makes Referrals to the</th>
<th>Receives Referrals from the</th>
<th>Operates Access Point for</th>
<th>Participate</th>
<th>Does not</th>
<th>Does not</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2016 CoC Application</td>
<td>Page 12</td>
<td>09/13/2016</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Organization/Person Categories</td>
<td>Ongoing Planning and Evaluation</td>
<td>Coordinate d Entry Process</td>
<td>Coordinate d Entry Process</td>
<td>Coordinate d Entry Process</td>
<td>Participate</td>
<td>Exist</td>
</tr>
<tr>
<td>------------------------------------------------------</td>
<td>--------------------------------</td>
<td>---------------------------</td>
<td>---------------------------</td>
<td>---------------------------</td>
<td>-------------</td>
<td>-------</td>
</tr>
<tr>
<td>Local Government Staff/Officials</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDBG/HOME/Entitlement Jurisdiction</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Jail(s)</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hospital(s)</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMT/Crisis Response Team(s)</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mental Health Service Organizations</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Substance Abuse Service Organizations</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Affordable Housing Developer(s)</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Housing Authorities</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-CoC Funded Youth Homeless Organizations</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>School Administrators/Homeless Liaisons</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-CoC Funded Victim Service Organizations</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street Outreach Team(s)</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Homeless or Formerly Homeless Persons</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Applicant: St. Louis County  
Project: MO-500 CoC Registration FY 2016  
MO-500  
COC_REG_2016_135718
1F. Continuum of Care (CoC) Project Review, Ranking, and Selection

Instructions
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1F-1. For all renewal project applications submitted in the FY 2016 CoC Program Competition complete the chart below regarding the CoC's review of the Annual Performance Report(s).

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>How many renewal project applications were submitted in the FY 2016 CoC Program Competition?</td>
<td>9</td>
</tr>
<tr>
<td>How many of the renewal project applications are first time renewals for which the first operating year has not expired yet?</td>
<td>0</td>
</tr>
<tr>
<td>How many renewal project application APRs were reviewed by the CoC as part of the local CoC competition project review, ranking, and selection process for the FY 2016 CoC Program Competition?</td>
<td>9</td>
</tr>
<tr>
<td>Percentage of APRs submitted by renewing projects within the CoC that were reviewed by the CoC in the 2016 CoC Competition?</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

1F-2 - In the sections below, check the appropriate box(es) for each selection to indicate how project applications were reviewed and ranked for the FY 2016 CoC Program Competition. Written documentation of the CoC's publicly announced Rating and Review procedure must be attached.

Performance outcomes from APR reports/HMIS:

<table>
<thead>
<tr>
<th>Outcome</th>
<th>X</th>
</tr>
</thead>
<tbody>
<tr>
<td>% permanent housing exit destinations</td>
<td></td>
</tr>
<tr>
<td>% increases in income</td>
<td>X</td>
</tr>
</tbody>
</table>

Monitoring criteria:

<table>
<thead>
<tr>
<th>Criterion</th>
<th>X</th>
</tr>
</thead>
<tbody>
<tr>
<td>Utilization rates</td>
<td></td>
</tr>
<tr>
<td>Drawdown rates</td>
<td>X</td>
</tr>
<tr>
<td>Frequency or Amount of Funds Recaptured by HUD</td>
<td>X</td>
</tr>
</tbody>
</table>

Need for specialized population services:
1F-2a. Describe how the CoC considered the severity of needs and vulnerabilities of participants that are, or will be, served by the project applications when determining project application priority. (limit 1000 characters)

The CoC reviews the priorities of the announced NOFA in terms of what services the CoC should be considering during the competition. These priorities are then reviewed by the Rank and Review committee and the RFP is developed based on the overall needs of the Continuum. Outcomes of the Rank and Review committee is to select projects based on criteria presented in the RFP. The existing projects are then evaluated to ensure that services and funds are being utilized appropriately to address the most vulnerable homeless individuals. Other services within the CoC are evaluated as well to determine the level of effectiveness on this population and others identified as vulnerable. Projects are selected for funding based on their ability to address the needs of the CoC in conjunction with the priorities of HUD. On-going monitoring results of existing projects that serve these populations are taken into consideration when making decisions to reallocate existing funds within the continuum.

1F-3. Describe how the CoC made the local competition review, ranking, and selection criteria publicly available, and identify the public medium(s) used and the date(s) of posting. Evidence of the public posting must be attached. (limit 750 characters)

The Rank and Review committee of the County CoC solicited membership from various funded and non-funded entities. The Rank and Review committee develops criteria for ranking proposals based on NOFA priorities and CoC goals. The RFP is posted on the County website; the committee meets and ranks the projects for submission to HUD. Project sponsors are notified of the status of the applications and the CoC project application is posted to the website. This is done through the County website and widespread through the entire CoC through announcements to all interested parties.
1F-4. On what date did the CoC and Collaborative Applicant publicly post all parts of the FY 2016 CoC Consolidated Application that included the final project application ranking? (Written documentation of the public posting, with the date of the posting clearly visible, must be attached. In addition, evidence of communicating decisions to the CoC’s full membership must be attached). 09/13/2016

1F-5. Did the CoC use the reallocation process in the FY 2016 CoC Program Competition to reduce or reject projects for the creation of new projects? (If the CoC utilized the reallocation process, evidence of the public posting of the reallocation process must be attached.) Yes

1F-5a. If the CoC rejected project application(s), on what date did the CoC and Collaborative Applicant notify those project applicants that their project application was rejected? (If project applications were rejected, a copy of the written notification to each project applicant must be attached.) 09/02/2016

1F-6. In the Annual Renewal Demand (ARD) is the CoC’s FY 2016 CoC’s FY 2016 Priority Listing equal to or less than the ARD on the final HUD-approved FY2016 GIW? Yes
1G. Continuum of Care (CoC) Addressing Project Capacity

Instructions
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1G-1. Describe how the CoC monitors the performance of CoC Program recipients. (limit 1000 characters)
The County Department of Human Services monitors CoC program recipients at contract start up and later throughout the year. This includes a program and a financial monitoring process as well. Reports are provided to the Executive Committee monthly for monitoring performance. Performance issues of those CoC recipients are discussed with the CoC board, and technical assistance is offered. Once technical assistance is offered, on-going monitoring of those recipients for compliance and performance are conducted more frequently. If recipients continue to have issues with utilization rates, expenditure rates, achieving outcomes, etc. then a more formal DHS monitoring process is enacted to ensure compliance which can include reduction of funding, or removal from the annual competition.

1G-2. Did the Collaborative Applicant include accurately completed and appropriately signed form HUD-2991(s) for all project applications submitted on the CoC Priority Listing? Yes
2A. Homeless Management Information System (HMIS) Implementation

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2A-1. Does the CoC have a Governance Charter that outlines the roles and responsibilities of the CoC and the HMIS Lead, either within the Charter itself or by reference to a separate document like an MOU/MOA? In all cases, the CoC’s Governance Charter must be attached to receive credit. In addition, if applicable, any separate document, like an MOU/MOA, must also be attached to receive credit.

2A-1a. Include the page number where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document referenced in 2A-1. In addition, in the textbox indicate if the page number applies to the CoC’s attached governance charter or attached MOU/MOA.

2A-2. Does the CoC have a HMIS Policies and Procedures Manual? If yes, in order to receive credit the HMIS Policies and Procedures Manual must be attached to the CoC Application.

2A-3. Are there agreements in place that outline roles and responsibilities between the HMIS Lead and the Contributing HMIS Organization (CHO)?

2A-4. What is the name of the HMIS software

Compass Rose
used by the CoC (e.g., ABC Software)?

2A-5. What is the name of the HMIS software vendor (e.g., ABC Systems)? Municipal Information Systems Inc.
## 2B. Homeless Management Information System (HMIS) Funding Sources

### Instructions
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

### 2B-1. Select the HMIS implementation coverage area:
Single CoC

* 2B-2. In the charts below, enter the amount of funding from each funding source that contributes to the total HMIS budget for the CoC.

#### 2B-2.1 Funding Type: Federal - HUD

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>CoC</td>
<td>$0</td>
</tr>
<tr>
<td>ESG</td>
<td>$0</td>
</tr>
<tr>
<td>CDBG</td>
<td>$0</td>
</tr>
<tr>
<td>HOME</td>
<td>$0</td>
</tr>
<tr>
<td>HOPWA</td>
<td>$0</td>
</tr>
<tr>
<td>Federal - HUD - Total Amount</td>
<td>$0</td>
</tr>
</tbody>
</table>

#### 2B-2.2 Funding Type: Other Federal

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Education</td>
<td>$0</td>
</tr>
<tr>
<td>Department of Health and Human Services</td>
<td>$0</td>
</tr>
<tr>
<td>Department of Labor</td>
<td>$0</td>
</tr>
<tr>
<td>Department of Agriculture</td>
<td>$0</td>
</tr>
<tr>
<td>Department of Veterans Affairs</td>
<td>$0</td>
</tr>
<tr>
<td>Other Federal</td>
<td>$0</td>
</tr>
<tr>
<td>Other Federal - Total Amount</td>
<td>$0</td>
</tr>
</tbody>
</table>

#### 2B-2.3 Funding Type: State and Local

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2016 CoC Application</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Funding</td>
</tr>
<tr>
<td>----------------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td><strong>City</strong></td>
<td>$0</td>
</tr>
<tr>
<td><strong>County</strong></td>
<td>$41,000</td>
</tr>
<tr>
<td><strong>State</strong></td>
<td>$27,000</td>
</tr>
<tr>
<td><strong>State and Local - Total Amount</strong></td>
<td>$68,000</td>
</tr>
</tbody>
</table>

### 2B-2.4 Funding Type: Private

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual</td>
<td>$0</td>
</tr>
<tr>
<td>Organization</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Private - Total Amount</strong></td>
<td>$0</td>
</tr>
</tbody>
</table>

### 2B-2.5 Funding Type: Other

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation Fees</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Other - Total Amount</strong></td>
<td>$0</td>
</tr>
</tbody>
</table>

2B-2.6 Total Budget for Operating Year: $68,000
2C. Homeless Management Information System (HMIS) Bed Coverage

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2C-1. Enter the date the CoC submitted the 2016 HIC data in HDX, (mm/dd/yyyy): 05/02/2016

2C-2. Per the 2016 Housing Inventory Count (HIC) Indicate the number of beds in the 2016 HIC and in HMIS for each project type within the CoC. If a particular project type does not exist in the CoC then enter "0" for all cells in that project type.

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Total Beds in 2016 HIC</th>
<th>Total Beds in HIC Dedicated for DV</th>
<th>Total Beds in HMIS</th>
<th>HMIS Bed Coverage Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Shelter (ESG) beds</td>
<td>211</td>
<td>39</td>
<td>137</td>
<td>79.65%</td>
</tr>
<tr>
<td>Safe Haven (SH) beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Transitional Housing (TH) beds</td>
<td>192</td>
<td>0</td>
<td>192</td>
<td>100.00%</td>
</tr>
<tr>
<td>Rapid Re-Housing (RRH) beds</td>
<td>104</td>
<td>0</td>
<td>104</td>
<td>100.00%</td>
</tr>
<tr>
<td>Permanent Supportive Housing (PSH) beds</td>
<td>333</td>
<td>0</td>
<td>333</td>
<td>100.00%</td>
</tr>
<tr>
<td>Other Permanent Housing (OPH) beds</td>
<td>42</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

2C-2a. If the bed coverage rate for any project type is below 85 percent, describe how the CoC plans to increase the bed coverage rate for each of these project types in the next 12 months. (limit 1000 characters)

The Emergency Shelter bed coverage is below 85% due to the fact that the total number of beds indicated in the HIC for Emergency Shelter includes beds that are under the VA Domiciliary, which are not funded through the CoC. Conversation with the VA continues regarding the importance of including them in HMIS. VA providers are currently meeting with CoC leaders to discuss the possibility of data input into HMIS. VA per diem beds at some sites are placing data into the HMIS system.

2C-3. If any of the project types listed in question 2C-2 above have a coverage rate below 85 percent, and some or all of these rates can be attributed to beds covered by one of the following program types, please indicate that here by selecting all that apply from the list below.
<table>
<thead>
<tr>
<th>Service Type</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>VA Grant per diem (VA GPD)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VASH</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faith-Based projects/Rescue mission:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Youth focused projects:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Voucher beds (non-permanent housing):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOPWA projects:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Not Applicable:</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

2C-4. How often does the CoC review or assess its HMIS bed coverage?  
Semi-Annually
2D. Homeless Management Information System (HMIS) Data Quality

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2D-1. Indicate the percentage of unduplicated client records with null or missing values and the percentage of "Client Doesn't Know" or "Client Refused" within the last 10 days of January 2016.

<table>
<thead>
<tr>
<th>Universal Data Element</th>
<th>Percentage Null or Missing</th>
<th>Percentage Client Doesn't Know or Refused</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1 Name</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.2 Social Security Number</td>
<td>1%</td>
<td>3%</td>
</tr>
<tr>
<td>3.3 Date of birth</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.4 Race</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.5 Ethnicity</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.6 Gender</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.7 Veteran status</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.8 Disabling condition</td>
<td>1%</td>
<td>0%</td>
</tr>
<tr>
<td>3.9 Residence prior to project entry</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.10 Project Entry Date</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.11 Project Exit Date</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.12 Destination</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.15 Relationship to Head of Household</td>
<td>9%</td>
<td>0%</td>
</tr>
<tr>
<td>3.16 Client Location</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>3.17 Length of time on street, in an emergency shelter, or safe haven</td>
<td>15%</td>
<td>1%</td>
</tr>
</tbody>
</table>

2D-2. Identify which of the following reports your HMIS generates. Select all that apply:

- CoC Annual Performance Report (APR): [X]
- ESG Consolidated Annual Performance and Evaluation Report (CAPER): [X]
- Annual Homeless Assessment Report (AHAR) table shells: [X]

Applicant: St. Louis County
Project: MO-500 CoC Registration FY 2016

FY2016 CoC Application  Page 24  09/13/2016
2D-3. If you submitted the 2016 AHAR, how many AHAR tables (i.e., ES-ind, ES-family, etc) were accepted and used in the last AHAR?  

10

2D-4. How frequently does the CoC review data quality in the HMIS?  

Quarterly

2D-5. Select from the dropdown to indicate if standardized HMIS data quality reports are generated to review data quality at the CoC level, project level, or both.  

Both Project and CoC

2D-6. From the following list of federal partner programs, select the ones that are currently using the CoC’s HMIS.  

<table>
<thead>
<tr>
<th>Program</th>
<th>Selected</th>
</tr>
</thead>
<tbody>
<tr>
<td>VA Supportive Services for Veteran Families (SSVF):</td>
<td></td>
</tr>
<tr>
<td>VA Grant and Per Diem (GPD):</td>
<td>X</td>
</tr>
<tr>
<td>Runaway and Homeless Youth (RHY):</td>
<td>X</td>
</tr>
<tr>
<td>Projects for Assistance in Transition from Homelessness (PATH):</td>
<td></td>
</tr>
<tr>
<td>None:</td>
<td></td>
</tr>
</tbody>
</table>

2D-6a. If any of the Federal partner programs listed in 2D-6 are not currently entering data in the CoC’s HMIS and intend to begin entering data in the next 12 months, indicate the Federal partner program and the anticipated start date.  
(limit 750 characters)

St. Louis County CoC does not have an SSVF or PATH project in operation at this time. The County does have 11 VA Per Diem beds physically located in the County that utilize the CoC’s HMIS.
2E. Continuum of Care (CoC) Sheltered Point-in-Time (PIT) Count

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

The data collected during the PIT count is vital for both CoC's and HUD. HUD needs accurate data to understand the context and nature of homelessness throughout the country, and to provide Congress and the Office of Management and Budget (OMB) with information regarding services provided, gaps in service, and performance. Accurate, high quality data is vital to inform Congress' funding decisions.

2E-1. Did the CoC approve the final sheltered PIT count methodology for the 2016 sheltered PIT count? Yes

2E-2. Indicate the date of the most recent sheltered PIT count: 01/27/2016

2E-2a. If the CoC conducted the sheltered PIT count outside of the last 10 days of January 2016, was an exception granted by HUD? Not Applicable

2E-3. Enter the date the CoC submitted the sheltered PIT count data in HDX: 05/02/2016
2F. Continuum of Care (CoC) Sheltered Point-in-Time (PIT) Count: Methods

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2F-1. Indicate the method(s) used to count sheltered homeless persons during the 2016 PIT count:

<table>
<thead>
<tr>
<th>Method</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete Census Count</td>
<td>X</td>
</tr>
<tr>
<td>Random sample and extrapolation</td>
<td></td>
</tr>
<tr>
<td>Non-random sample and extrapolation</td>
<td></td>
</tr>
</tbody>
</table>

2F-2. Indicate the methods used to gather and calculate subpopulation data for sheltered homeless persons:

<table>
<thead>
<tr>
<th>Method</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>HMIS</td>
<td>X</td>
</tr>
<tr>
<td>HMIS plus extrapolation</td>
<td></td>
</tr>
<tr>
<td>Interview of sheltered persons</td>
<td>X</td>
</tr>
<tr>
<td>Sample of PIT interviews plus extrapolation</td>
<td></td>
</tr>
</tbody>
</table>

2F-3. Provide a brief description of your CoC's sheltered PIT count methodology and describe why your CoC selected its sheltered PIT count methodology. (limit 1000 characters)

The Sheltered count for the PIT consists of an HMIS report that collects the overall statistical data and demographics of each individual housed in a facility on the particular night of the count, and the process of the Case Manager...
administering a shelter survey to each head of household within their facility to obtain statistical data and demographics. The shelter survey process is administered to all program participants including those residing in DV projects.

This method was selected and continues to be the best method to ensure that every person residing in a designated homeless facility is counted and their input is noted.

2F-4. Describe any change in methodology from your sheltered PIT count in 2015 to 2016, including any change in sampling or extrapolation method, if applicable. Do not include information on changes to the implementation of your sheltered PIT count methodology (e.g., enhanced training or change in partners participating in the PIT count). (limit 1000 characters)

There were no changes in the methodology of the sheltered count from 2015 to 2016.

2F-5. Did your CoC change its provider coverage in the 2016 sheltered count?

No

2F-5a. If "Yes" in 2F-5, then describe the change in provider coverage in the 2016 sheltered count. (limit 750 characters)
2G. Continuum of Care (CoC) Sheltered Point-in-Time (PIT) Count: Data Quality

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2G-1. Indicate the methods used to ensure the quality of the data collected during the sheltered PIT count:

<table>
<thead>
<tr>
<th>Training:</th>
<th>X</th>
</tr>
</thead>
<tbody>
<tr>
<td>Follow-up:</td>
<td>X</td>
</tr>
<tr>
<td>HMIS:</td>
<td>X</td>
</tr>
<tr>
<td>Non-HMIS de-duplication techniques:</td>
<td>X</td>
</tr>
</tbody>
</table>

2G-2. Describe any change to the way your CoC implemented its sheltered PIT count from 2015 to 2016 that would change data quality, including changes to training volunteers and inclusion of any partner agencies in the sheltered PIT count planning and implementation, if applicable. Do not include information on changes to actual sheltered PIT count methodology (e.g. change in sampling or extrapolation methods). (limit 1000 characters)

The training document and online training was improved to ensure that key staff working in the homeless facility knew how to conduct the survey in the appropriate manner. This allowed staff to actively participate and created more opportunity for clients to complete the survey and provide adequate information as needed.
2H. Continuum of Care (CoC) Unsheltered Point-in-Time (PIT) Count

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

HUD requires CoCs to conduct an unsheltered PIT count every 2 years (biennially) during the last 10 days in January; however, HUD also strongly encourages CoCs to conduct the unsheltered PIT count annually at the same time that they conduct annual sheltered PIT counts. HUD required CoCs to conduct the last biennial PIT count during the last 10 days in January 2015.

2H-1. Did the CoC approve the final unsheltered PIT count methodology for the most recent unsheltered PIT count? Yes

2H-2. Indicate the date of the most recent unsheltered PIT count (mm/dd/yyyy): 01/27/2016

2H-2a. If the CoC conducted the unsheltered PIT count outside of the last 10 days of January 2016, or most recent count, was an exception granted by HUD? Not Applicable

2H-3. Enter the date the CoC submitted the unsheltered PIT count data in HDX (mm/dd/yyyy): 05/02/2016

Applicant: St. Louis County
Project: MO-500 CoC Registration FY 2016
2I. Continuum of Care (CoC) Unsheltered Point-in-Time (PIT) Count: Methods

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2I-1. Indicate the methods used to count unsheltered homeless persons during the 2016 or most recent PIT count:

<table>
<thead>
<tr>
<th>Method</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Night of the count - complete census:</td>
<td>X</td>
</tr>
<tr>
<td>Night of the count - known locations:</td>
<td>X</td>
</tr>
<tr>
<td>Night of the count - random sample:</td>
<td></td>
</tr>
<tr>
<td>Service-based count:</td>
<td></td>
</tr>
<tr>
<td>HMIS:</td>
<td>X</td>
</tr>
</tbody>
</table>

2I-2. Provide a brief description of your CoC’s unsheltered PIT count methodology and describe why your CoC selected this unsheltered PIT count methodology. (limit 1000 characters)

The St. Louis County CoC completed its unsheltered PIT census based on data of known hot spots, locations where homeless individuals frequent, and the Regional Housing Helpline. Since St. Louis County does not have a centralized location for homeless individuals such as a lunch spot or day program, a street count is vital to collecting this type of data. The County CoC provided multiple training dates for volunteers who were trained and assigned to different areas within St. Louis County. Volunteers check in with designated staff regarding surveys completed and their contact with homeless individuals. Dividing the St. Louis County area into several regions ensures that the areas are being covered by a team.

2I-3. Describe any change in methodology from your unsheltered PIT

count in 2015 (or 2014 if an unsheltered count was not conducted in 2015) to 2016, including any change in sampling or extrapolation method, if applicable. Do not include information on changes to implementation of your sheltered PIT count methodology (e.g., enhanced training or change in partners participating in the count).

(limit 1000 characters)

Significant changes were made in gathering the 2016 Unsheltered PIT, with the goal of locating the most homeless individuals on that day, the region was restructured from nine (9) areas of concentration to fifteen (15) areas of concentration. The teams were redesigned to include law enforcement officers, intern students, youth providers, and volunteers from faith based organizations. As a result of this restructuring of the unsheltered PIT, we were able to find more persons in the process of going to day time designations.

2I-4. Has the CoC taken extra measures to identify unaccompanied homeless youth in the PIT count? Yes

2I-4a. If the response in 2I-4 was "no" describe any extra measures that are being taken to identify youth and what the CoC is doing for homeless youth.

(limit 1000 characters)
2J. Continuum of Care (CoC) Unsheltered Point-in-Time (PIT) Count: Data Quality

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2J-1. Indicate the steps taken by the CoC to ensure the quality of the data collected for the 2016 unsheltered PIT count:

<table>
<thead>
<tr>
<th>Training:</th>
<th>X</th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;Blitz&quot; count:</td>
<td>X</td>
</tr>
<tr>
<td>Unique identifier:</td>
<td>X</td>
</tr>
<tr>
<td>Survey questions:</td>
<td>X</td>
</tr>
<tr>
<td>Enumerator observation:</td>
<td>X</td>
</tr>
<tr>
<td>None:</td>
<td></td>
</tr>
</tbody>
</table>

2J-2. Describe any change to the way the CoC implemented the unsheltered PIT count from 2015 (or 2014 if an unsheltered count was not conducted in 2015) to 2016 that would affect data quality. This includes changes to training volunteers and inclusion of any partner agencies in the unsheltered PIT count planning and implementation, if applicable. Do not include information on changes in actual methodology (e.g. change in sampling or extrapolation method).

(training 1000 characters)

Training for volunteers for the unsheltered PIT was restructured to include strategies on how to engage individuals that present as homeless, safety issues, ability to observe and document the individuals non-verbal responses to the questions, and the ability to extract information based on interviewing techniques. Methods were put in place to ensure clients do not get counted twice.
3A. Continuum of Care (CoC) System Performance

Instructions
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program NOFA. Please submit technical questions to the HUD Exchange Ask A Question.


* 3A-1a. Change in PIT Counts of Sheltered and Unsheltered Homeless Persons
Using the table below, indicate the number of persons who were homeless at a Point-in-Time (PIT) based on the 2015 and 2016 PIT counts as recorded in the Homelessness Data Exchange (HDX).

<table>
<thead>
<tr>
<th></th>
<th>2015 PIT (for unsheltered count, most recent year conducted)</th>
<th>2016 PIT</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Total PIT Count of sheltered and unsheltered persons</td>
<td>438</td>
<td>465</td>
<td>27</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>203</td>
<td>269</td>
<td>66</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>176</td>
<td>148</td>
<td>-28</td>
</tr>
<tr>
<td>Total Sheltered Count</td>
<td>379</td>
<td>417</td>
<td>38</td>
</tr>
<tr>
<td>Total Unsheltered Count</td>
<td>59</td>
<td>48</td>
<td>-11</td>
</tr>
</tbody>
</table>

3A-1b. Number of Sheltered Persons Homeless - HMIS.
Using HMIS data, enter the number of homeless persons who were served in a sheltered environment between October 1, 2014 and September 30, 2015 for each category provided.

<table>
<thead>
<tr>
<th>Category</th>
<th>Between October 1, 2014 and September 30, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Unduplicated Total sheltered homeless persons</td>
<td>893</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>789</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>117</td>
</tr>
</tbody>
</table>

Describe the CoC’s efforts to reduce the number of individuals and families who become homeless for the first time. Specifically, describe what the CoC is doing to identify risk factors of becoming homeless.
The CoC has allocated more funding towards prevention activities through its ESG program. The CoC has charged its Special Populations and Issues Committee to address this issue. One method employed was the administering of surveys to sheltered individuals describing factors that might have lead to homelessness. The results of that survey indicated that high utility debt was among the primary causes for loss of housing. Based on those results, this committee has continued ongoing communication with area utility companies to prevent the loss of housing through leveraging of resources to the Continuum. Using data from HMIS, we are able to determine the risk factors for clients who become homeless for the first time and can work with agencies to find solutions to prevent recidivism.


Describe the CoC’s efforts to reduce the length of time individuals and families remain homeless. Specifically, describe how your CoC has reduced the average length of time homeless, including how the CoC identifies and houses individuals and families with the longest lengths of time homeless.

Through the CoC's Coordinated Entry system, individuals will present at either of the front door sites for services and based on the assessment individuals will be rapidly referred to the appropriate housing program. This rapid placement will reduce the amount of time an individual will need to spend homeless (either in shelter or place not meant for habitation) Individuals are matched with a program that meets their needs and thus not prolong their length of homelessness. The CoC is working to reduce the time a person spends in emergency shelter.

3A-4. Performance Measure: Successful Permanent Housing Placement or Retention.

In the next two questions, CoCs must indicate the success of its projects in placing persons from its projects into permanent housing.

### 3A-4a. Exits to Permanent Housing Destinations:

Fill in the chart to indicate the extent to which projects exit program participants into permanent housing (subsidized or non-subsidized) or the retention of program participants in CoC Program-funded permanent supportive housing.

<table>
<thead>
<tr>
<th>Between October 1, 2014 and September 30, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Persons in SSO, TH and PH-RRH who exited</td>
</tr>
<tr>
<td>Of the persons in the Universe above, how many of those exited to permanent destinations?</td>
</tr>
</tbody>
</table>
3A-4b. Exit To or Retention Of Permanent Housing:
In the chart below, CoCs must indicate the number of persons who exited from any CoC funded permanent housing project, except rapid re-housing projects, to permanent housing destinations or retained their permanent housing between October 1, 2014 and September 31, 2015.

<table>
<thead>
<tr>
<th>Universe: Persons in all PH projects except PH-RRH</th>
<th>Between October 1, 2014 and September 30, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Of the persons in the Universe above, indicate how many of those remained in applicable PH projects and how many of those exited to permanent destinations?</td>
<td>358</td>
</tr>
<tr>
<td>% Successful Retentions/Exits</td>
<td>99.17%</td>
</tr>
</tbody>
</table>

3A-5. Performance Measure: Returns to Homelessness: Describe the CoCs efforts to reduce the rate of individuals and families who return to homelessness. Specifically, describe strategies your CoC has implemented to identify and minimize returns to homelessness, and demonstrate the use of HMIS or a comparable database to monitor and record returns to homelessness.
(limit 1000 characters)

St. Louis County relies on its HMIS data to track the number of individuals who exit a program and later return to homelessness, several strategies that the CoC utilizes to identify and minimize the returns to homelessness is described below:

CoC providers need to assure that individuals moving out of programs identify appropriate and affordable housing units. This is to include working with property owners to secure placement and maintaining a rapport with that individual to continue providing some follow up services. Coordinated Entry ensures case conferences will occur to help reduce returns to homelessness. Secondly, To focus on encouraging agencies to continue to provide long term support to those clients who have exited their program to permanent housing, this to include providing assistance and referrals to other resources as needed.

Performance Measure: Job and Income Growth. Describe the CoC's specific strategies to assist CoC Program-funded projects to increase program participants' cash income from employment and non-employment non-cash sources.
(limit 1000 characters)

The CoC currently works with various employment agencies who participate in CoC meetings and serve on sub committees. The CoC is working with County's Workforce Development Office to bring additional resources to the CoC and also to various agencies around the table. The CoC providers have incorporated job training classes, resume writing, and mock interviewing
sessions that are provided to sheltered individuals in an effort to increase their employment skills. The CoC posts Job Fairs and related trainings CoC wide so that information can be distributed to consumers.

3A-6a. Describe how the CoC is working with mainstream employment organizations to aid homeless individuals and families in increasing their income.
(limit 1000 characters)

The CoC is working with various organizations specializing in the area of job placement for individuals with little to no work experience along with other barriers to employment. The CoC works with St. Louis County Workforce Development, Urban League, MET Center, Better Family Life, St. Louis Agency on Training and Employment (SLATE), Employment Connection, St. Patrick Center, and other local organizations that provide specialized training and job placement. The organizations have established contacts with various employers in the community and place homeless individuals in appropriate jobs based on skill level and availability. Legal Services of Eastern Missouri provides advocacy to individuals denied federal benefits.

3A-7. What was the criteria and decision-making process the CoC used to identify and exclude specific geographic areas from the CoC's unsheltered PIT count?
(limit 1000 characters)

No geographic areas were excluded from the PIT.

3A-7a. Did the CoC completely exclude geographic areas from the most recent PIT count (i.e., no one counted there and, for communities using samples the area was excluded from both the sample and extrapolation) where the CoC determined that there were no unsheltered homeless people, including areas that are uninhabitable (e.g. disasters)?

No

3A-7b. Did the CoC completely exclude geographic areas from the most recent PIT count (i.e., no one counted there and, for communities using samples the area was excluded from both the sample and extrapolation) where the CoC determined that there were no unsheltered homeless people, including areas that are uninhabitable (e.g. deserts, wilderness, etc.)?
(limit 1000 characters)

None

3A-8. Enter the date the CoC submitted the application: 08/12/2016
system performance measure data into HDX. The System Performance Report generated by HDX must be attached. (mm/dd/yyyy)

3A-8a. If the CoC was unable to submit their System Performance Measures data to HUD via the HDX by the deadline, explain why and describe what specific steps they are taking to ensure they meet the next HDX submission deadline for System Performance Measures data. (limit 1500 characters)

Not Applicable
3B. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Objective 1: Ending Chronic Homelessness

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

To end chronic homelessness by 2017, HUD encourages three areas of focus through the implementation of Notice CPD 14-012: Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status.

1. Targeting persons with the highest needs and longest histories of homelessness for existing and new permanent supportive housing;
2. Prioritizing chronically homeless individuals, youth and families who have the longest histories of homelessness; and
3. The highest needs for new and turnover units.

3B-1.1. Compare the total number of chronically homeless persons, which includes persons in families, in the CoC as reported by the CoC for the 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Total PIT Count of sheltered and unsheltered chronically homeless persons</td>
<td>30</td>
<td>72</td>
<td>42</td>
</tr>
<tr>
<td>Sheltered Count of chronically homeless persons</td>
<td>16</td>
<td>62</td>
<td>46</td>
</tr>
<tr>
<td>Unsheltered Count of chronically homeless persons</td>
<td>14</td>
<td>10</td>
<td>-4</td>
</tr>
</tbody>
</table>

3B-1.1a. Using the "Differences" calculated in question 3B-1.1 above, explain the reason(s) for any increase, or no change in the overall TOTAL number of chronically homeless persons in the CoC, as well as the change in the unsheltered count, as reported in the PIT count in 2016 compared to 2015.

Applicant: St. Louis County
Project: MO-500 CoC Registration FY 2016
COC_REG_2016_135718

FY2016 CoC Application | Page 39 | 09/13/2016
Along with improving our system, the increase in numbers for chronically homeless for the sheltered count is due in part to the establishment of a Warming Center (low barrier) which provided short term residency and support services over a 90 day period. The decrease in count for chronically homeless for the unsheltered count is due in part to weather being a factor on that day and the Warming Center was open prior to the PIT date.

3B-1.2. Compare the total number of PSH beds (CoC Program and non-CoC Program funded) that were identified as dedicated for use by chronically homeless persons on the 2016 Housing Inventory Count, as compared to those identified on the 2015 Housing Inventory Count.

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC.</td>
<td>62</td>
<td>62</td>
<td>0</td>
</tr>
</tbody>
</table>

3B-1.2a. Explain the reason(s) for any increase, or no change in the total number of PSH beds (CoC program funded or non-CoC Program funded) that were identified as dedicated for use by chronically homeless persons on the 2016 Housing Inventory Count compared to those identified on the 2015 Housing Inventory Count. (limit 1000 characters)

No change reported due to timing of contract implementation in relation to the PIT count date.

3B-1.3. Did the CoC adopt the Orders of Priority into their standards for all CoC Program funded PSH as described in Notice CPD-14-012: Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status?

Yes

3B-1.3a. If “Yes” was selected for question 3B-1.3, attach a copy of the CoC’s written standards or other evidence that clearly shows the incorporation of the Orders of Priority in Notice CPD 14-012 and indicate the page(s) for all documents where the Orders of Priority are found.

Yes

3B-1.4. Is the CoC on track to meet the goal of ending chronic homelessness by 2017?

Yes
3B-1.4a. If the response to question 3B-1.4 was “Yes” what are the strategies that have been implemented by the CoC to maximize current resources to meet this goal? If “No” was selected, what resources or technical assistance will be implemented by the CoC to reach to goal of ending chronically homelessness by 2017?
(limit 1000 characters)

The CoC has continued its work to remove barriers to permanent supportive housing (PSH), and has instituted policies to hold providers accountable for practicing Housing First. Policies within the CoC are requiring agencies to prioritize existing beds for this population. As beds become available, these beds will be transferred to a chronically homeless individual. On-going monitoring of programs will ensure compliance with Housing First and agencies are continuing their efforts to eliminate barriers to permanent supportive housing. The CoC is currently seeking additional units for housing chronically homeless individuals and working with various landlords who provide housing for this population.
3B. Continuum of Care (CoC) Strategic Planning Objectives

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

HUD will evaluate CoC’s based on the extent to which they are making progress to achieve the goal of ending homelessness among households with children by 2020.

3B-2.1. What factors will the CoC use to prioritize households with children during the FY2016 Operating year? (Check all that apply).

<table>
<thead>
<tr>
<th>Factor</th>
<th>X</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vulnerability to victimization:</td>
<td>X</td>
</tr>
<tr>
<td>Number of previous homeless episodes:</td>
<td>X</td>
</tr>
<tr>
<td>Unsheltered homelessness:</td>
<td>X</td>
</tr>
<tr>
<td>Criminal History:</td>
<td>X</td>
</tr>
<tr>
<td>Bad credit or rental history (including not having been a leaseholder):</td>
<td>X</td>
</tr>
<tr>
<td>Head of household has mental/physical disabilities:</td>
<td>X</td>
</tr>
<tr>
<td>Household has children under the age of 5</td>
<td>X</td>
</tr>
<tr>
<td>Medically Frail</td>
<td>X</td>
</tr>
<tr>
<td>N/A:</td>
<td></td>
</tr>
</tbody>
</table>

3B-2.2. Describe the CoC’s strategies including concrete steps to rapidly rehouse every household with children within 30 days of those families becoming homeless. (limit 1000 characters)
The CoC has dedicated additional funding to provide additional units of rapid rehousing. These units of housing will be low barrier and households with children come from sheltered locations or on the streets. These additional housing units consist of extended months of rental assistance and case management support. The goal is to provide the rental assistance throughout the leasing term but not in consecutive months as to allow the individuals the opportunity to acquire assistance toward the end of the leasing term if needed. The Case Manager acts as liaison for both landlord and client to promote a harmonious relationship between the two. Strength based case management in the sheltered environment starts to establish that level of independency that the client will need once they move into rapid rehousing.

### 3B-2.3. Compare the number of RRH units available to serve families from the 2015 and 2016 HIC.

<table>
<thead>
<tr>
<th>RRH units available to serve families in the HIC:</th>
<th>2015</th>
<th>2016</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>14</td>
<td>53</td>
<td>39</td>
</tr>
</tbody>
</table>

### 3B-2.4. How does the CoC ensure that emergency shelters, transitional housing, and permanent housing (PSH and RRH) providers within the CoC do not deny admission to or separate any family members from other members of their family based on age, sex, gender or disability when entering shelter or housing? (check all strategies that apply)

- CoC policies and procedures prohibit involuntary family separation: [X]
- There is a method for clients to alert CoC when involuntarily separated: [X]
- CoC holds trainings on preventing involuntary family separation, at least once a year: [X]
- Coordinated Entry is provided by one entity to ensure that this does not happen: [X]
- Trainings have been conducted on Fair Housing and HUD's Equal Access Rule, Housing First: [X]
- None: [ ]

### 3B-2.5. Compare the total number of homeless households with children in the CoC as reported by the CoC for the 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

<table>
<thead>
<tr>
<th>PIT Count of Homelessness Among Households With Children</th>
<th>2015 (for unsheltered count, most recent year conducted)</th>
<th>2016</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2016 CoC Application</td>
<td>Page 43</td>
<td>09/13/2016</td>
<td></td>
</tr>
</tbody>
</table>
### 3B-2.5a. Explain the reason(s) for any increase, or no change in the total number of homeless households with children in the CoC as reported in the 2016 PIT count compared to the 2015 PIT count. (limit 1000 characters)

One factor that can be attributed to the decrease in numbers of 2016 PIT in comparison to 2015 PIT may be the increase of low barrier rapid rehousing programs within the CoC available to households with children. Households are engaging with programs to seek out services to assist them in maintaining their housing. The increase in the amount of prevention funds distributed to households have assisted families to remain in their homes. Thus preventing them from becoming homeless.

| Universe: Total PIT Count of sheltered and unsheltered homeless households with children: | 233 | 209 | -24 |
| Sheltered Count of homeless households with children: | 192 | 205 | 13 |
| Unsheltered Count of homeless households with children: | 41 | 4 | -37 |

### 3B-2.6. From the list below select the strategies to the CoC uses to address the unique needs of unaccompanied homeless youth including youth under age 18, and youth ages 18-24, including the following.

| | Human trafficking and other forms of exploitation? | Yes | | LGBTQ youth homelessness? | Yes | | Exits from foster care into homelessness? | Yes | | Family reunification and community engagement? | Yes | | Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs? | Yes | | Unaccompanied minors/youth below the age of 18? | Yes |

### 3B-2.6a. Select all strategies that the CoC uses to address homeless youth trafficking and other forms of exploitation.

| | Diversion from institutions and decriminalization of youth actions that stem from being trafficked: | X | | Increase housing and service options for youth fleeing or attempting to flee trafficking: | X | | Specific sampling methodology for enumerating and characterizing local youth traffickinging: | X | | Cross systems strategies to quickly identify and prevent occurrences of youth trafficking: | X | | Community awareness training concerning youth trafficking: | X |
3B-2.7. What factors will the CoC use to prioritize unaccompanied youth including youth under age 18, and youth ages 18-24 for housing and services during the FY 2016 operating year? (Check all that apply)

<table>
<thead>
<tr>
<th>Factor</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vulnerability to victimization</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Length of time homeless</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Unsheltered homelessness</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Lack of access to family and community support networks</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

3B-2.8. Using HMIS, compare all unaccompanied youth including youth under age 18, and youth ages 18-24 served in any HMIS contributing program who were in an unsheltered situation prior to entry in FY 2014 (October 1, 2013-September 30, 2014) and FY 2015 (October 1, 2014 - September 30, 2015).

<table>
<thead>
<tr>
<th></th>
<th>FY 2014 (October 1, 2013 - September 30, 2014)</th>
<th>FY 2015 (October 1, 2014 - September 30, 2105)</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total number of unaccompanied youth served in HMIS contributing programs who were in an unsheltered situation prior to entry:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>13</td>
<td>12</td>
</tr>
</tbody>
</table>

3B-2.8a. If the number of unaccompanied youth and children, and youth-headed households with children served in any HMIS contributing program who were in an unsheltered situation prior to entry in FY 2015 is lower than FY 2014 explain why.

(limit 1000 characters)

None
3B-2.9. Compare funding for youth homelessness in the CoC's geographic area in CY 2016 and CY 2017.

<table>
<thead>
<tr>
<th></th>
<th>Calendar Year 2016</th>
<th>Calendar Year 2017</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall funding</td>
<td>$6,705,833.64</td>
<td>$6,376,227.64</td>
<td>($329,606.00)</td>
</tr>
<tr>
<td>CoC Program funding</td>
<td>$269,818.00</td>
<td>$269,818.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Non-CoC funding</td>
<td>$6,436,015.64</td>
<td>$6,106,409.64</td>
<td>($329,606.00)</td>
</tr>
</tbody>
</table>

3B-2.10. To what extent have youth services and educational representatives, and CoC representatives participated in each other's meetings between July 1, 2015 and June 30, 2016?

<table>
<thead>
<tr>
<th>Cross-Participation in Meetings</th>
<th># Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>CoC meetings or planning events attended by LEA or SEA representatives:</td>
<td>12</td>
</tr>
<tr>
<td>LEA or SEA meetings or planning events (e.g. those about child welfare, juvenile justice or out of school time) attended by CoC representatives:</td>
<td>12</td>
</tr>
<tr>
<td>CoC meetings or planning events attended by youth housing and service providers (e.g. RHY providers):</td>
<td>12</td>
</tr>
</tbody>
</table>

3B-2.10a. Based on the responses in 3B-2.10, describe in detail how the CoC collaborates with the McKinney-Vento local educational authorities and school districts. (limit 1000 characters)

In 2015, the Membership Committee of the CoC made recruitment and engagement with LEAs/school districts an official priority. The CoC planned the “Journey of Understanding: The Road to Educational Excellence for Students in Transition” event, a day-long training opportunity for social service providers and school district personnel that took place in September 2015. Attendees participated in a bus tour and on-site trainings at each tour stop that were intended to get service providers and school personnel on each other’s turf to enhance each group’s understanding of the role the other plays in supporting and educating students who are homeless. Several school district homeless liaisons that assisted with planning the event or who attended “The Journey” training are now active voting members of the CoC.

3B-2.11. How does the CoC make sure that homeless individuals and families who become homeless are informed of their eligibility for and receive access to educational services? Include the policies and procedures that homeless service providers (CoC and ESG Programs) are required to follow. (limit 2000 characters)

In 1999, the KKIDS (Keeping Kids in District Schools) Coalition developed out...
of the St. Louis County CoC. KKIDS is a regional networking and informational meeting of school district personnel and social service providers who work together to meet the educational needs of students experiencing homelessness. KKIDS consists of over 24 school districts and 35 social service organizations in the Greater St. Louis region. The coalition is overseen and facilitated by Legal Services of Eastern Missouri (LSEM), which has taken the lead on educating KKIDS and CoC members about the McKinney-Vento Act and other laws that protect the educational rights of students who are homeless. LSEM offers annual legal trainings at KKIDS and CoC meetings and one-on-one trainings with member agencies and school districts as requested. All trainings include a discussion of recommended practices for getting information about eligibility for educational services into the hands of parents and unaccompanied youth who are homeless. Thus shelters, housing helpline personnel, and other providers within the CoC have the training and knowledge necessary to educate the families and unaccompanied youth they encounter about their educational rights and eligibility for educational services.

3B-2.12. Does the CoC or any HUD-funded projects within the CoC have any written agreements with a program that services infants, toddlers, and youth children, such as Head Start; Child Care and Development Fund; Healthy Start; Maternal, Infant, Early Childhood Home Visiting programs; Public Pre-K; and others? (limit 1000 characters)

Epworth Children and Family Services, a HUD-funded CoC program, has a written agreement for services with Parents as Teachers (PAT). PAT satisfies the requirements for an evidence-based home visiting model as outlined in the Maternal, Infant, and Early Childhood Home Visiting Program enacted as part of the Patient Protection and Affordable Care Act. Certified PAT Parent Educators meet with youth individually and in psycho-educational groups to provide vital info about child development, healthy and safe parenting, self-care, and other obstacles teen parents face. HUD-funded family shelters within the CoC also have agreements with Catholic Family Services for on-site counseling serves for children of all ages. Therapists utilize developmentally appropriate, evidence-based therapeutic practices that help children and youth in shelters to address homelessness and other traumatic events in their lives.
3B. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Objective 3: Ending Veterans Homelessness

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

Opening Doors outlines the goal of ending Veteran homelessness by the end of 2016. The following questions focus on the various strategies that will aid communities in meeting this goal.

3B-3.1. Compare the total number of homeless Veterans in the CoC as reported by the CoC for the 2016 PIT count compared to 2015 (or 2014 if an unsheltered count was not conducted in 2015).

<table>
<thead>
<tr>
<th></th>
<th>2015 (for unsheltered count, most recent year conducted)</th>
<th>2016</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Total PIT count of sheltered and unsheltered homeless veterans:</td>
<td>28</td>
<td>44</td>
<td>16</td>
</tr>
<tr>
<td>Sheltered count of homeless veterans:</td>
<td>27</td>
<td>42</td>
<td>15</td>
</tr>
<tr>
<td>Unsheltered count of homeless veterans:</td>
<td>1</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

3B-3.1a. Explain the reason(s) for any increase, or no change in the total number of homeless veterans in the CoC as reported in the 2016 PIT count compared to the 2015 PIT count. (limit 1000 characters)

The coordination of services through the VA has led to a decrease in the number of homeless veterans on the street. Veterans are now being housed rapidly through HUD VASH programs, or receiving assistance through SSVF. Additional beds have been made available through per diem programs also. Through collaboration with existing providers, more Veterans are being identified and resources are being provided to stabilize the Veteran and his/her family.

3B-3.2. Describe how the CoC identifies, assesses, and refers homeless veterans who are eligible for Veteran’s Affairs services and housing to
appropriate resources such as HUD-VASH and SSVF.
(limit 1000 characters)

Members of the St. Louis County Continuum of Care makes every effort to identify assess, and refer homeless veterans who are eligible for Veteran Affairs Services and housing to appropriate resources such as the HUD-VASH and SSVF Programs. They do this through the connection the service providers have with each other and in particular with the St. Louis VA's Homeless Program at the VA Recovery Center. The Recovery Center completes an assessment on each Veteran to include a VI-SPADAT intake by which the veteran is then referred to the appropriate program based on their needs assessment. St. Louis County CoC is working closely with St. Louis City CoC and those of surrounding counties to use a coordinated entry system to specifically identify homeless veterans.

3B-3.3. Compare the total number of homeless Veterans in the CoC and the total number of unsheltered homeless Veterans in the CoC, as reported by the CoC for the 2016 PIT Count compared to the 2010 PIT Count (or 2009 if an unsheltered count was not conducted in 2010).

<table>
<thead>
<tr>
<th></th>
<th>2010 (or 2009 if an unsheltered count was not conducted in 2010)</th>
<th>2016</th>
<th>% Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total PIT Count of sheltered and unsheltered homeless veterans:</td>
<td>21</td>
<td>44</td>
<td>109.52%</td>
</tr>
<tr>
<td>Unsheltered Count of homeless veterans:</td>
<td>2</td>
<td>2</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

3B-3.4. Indicate from the dropdown whether you are on target to end Veteran homelessness by the end of 2016.

Yes

This question will not be scored.

3B-3.4a. If "Yes", what are the strategies being used to maximize your current resources to meet this goal? If "No" what resources or technical assistance would help you reach the goal of ending Veteran homelessness by the end of 2016?

(limit 1000 characters)

The CoC is continuing to work with the local VA to assist in the movement of homeless veterans from sheltered environments and the street to housing programs. The County's VA program works extensively with the CoC to provide valuable supportive services to homeless veterans. Several providers within the CoC offer housing and support services to Veterans. The CoC recently participated in a Veterans Summit to reach out to veteran partnerships and to brainstorm on how to effectively use existing veteran resources and personnel. That Summit also identified the key partners and established relationships as the local VA and other VA providers prepare for the transition to Coordinated
Entry.
4A. Accessing Mainstream Benefits

Instructions:
For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

4A-1. Does the CoC systematically provide information to provider staff about mainstream benefits, including up-to-date resources on eligibility and program changes that can affect homeless clients?  
Yes

4A-2. Based on the CoC’s FY 2016 new and renewal project applications, what percentage of projects have demonstrated they are assisting project participants to obtain mainstream benefits? This includes all of the following within each project: transportation assistance, use of a single application, annual follow-ups with participants, and SOAR-trained staff technical assistance to obtain SSI/SSDI?

<table>
<thead>
<tr>
<th>FY 2016 Assistance with Mainstream Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total number of project applications in the FY 2016 competition (new and renewal):</td>
</tr>
<tr>
<td>Total number of renewal and new project applications that demonstrate assistance to project participants to obtain mainstream benefits (i.e. In a Renewal Project Application, “Yes” is selected for Questions 2a, 2b and 2c on Screen 4A. In a New Project Application, “Yes” is selected for Questions 5a, 5b, 5c, 6, and 6a on Screen 4A).</td>
</tr>
<tr>
<td>Percentage of renewal and new project applications in the FY 2016 competition that have demonstrated assistance to project participants to obtain mainstream benefits:</td>
</tr>
</tbody>
</table>

4A-3. List the organizations (public, private, non-profit and other) that you collaborate with to facilitate health insurance enrollment, (e.g., Medicaid, Medicare, Affordable Care Act options) for program participants. For each organization you partner with, detail the specific outcomes resulting from the partnership in the establishment of benefits. (limit 1000 characters)

The CoC works closely with various organizations that are active members of the CoC such as Mercy Health, CAASTLC (Community Action Agency of St. Louis County), St. Louis County Department of Public Health, Grace Hill Health Centers, Gateway to Health, and Urban League. These organizations are instrumental in providing information and enrolling clients in healthcare programs. These on-going collaborations has provided clients with medical insurance which enables them to obtain medication and needed healthcare assistance. This process has facilitated the movement of these clients into long
term permanent housing. With the addition of BJC Healthcare providers doing outreach at the sheltered locations, this has enabled clients to have immediate needs for medication and other medical illnesses to rapidly be addressed.

4A-4. What are the primary ways the CoC ensures that program participants with health insurance are able to effectively utilize the healthcare benefits available to them?

| Educational materials:       | X |
| In-Person Trainings:        | X |
| Transportation to medical appointments: | X |
| Health / resource Fairs for registration and medical screenings | X |
| Not Applicable or None:     |   |
4B. Additional Policies

Instructions:

For guidance on completing this form, please reference the FY 2016 CoC Application Detailed Instructions and the FY 2016 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

4B-1. Based on the CoCs FY 2016 new and renewal project applications, what percentage of Permanent Housing (PSH and RRH), Transitional Housing (TH), and SSO (non-Coordinated Entry) projects in the CoC are low barrier?

**FY 2016 Low Barrier Designation**

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO project applications in the FY 2016 competition (new and renewal):</td>
<td>11</td>
</tr>
<tr>
<td>Total number of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications that selected “low barrier” in the FY 2016 competition:</td>
<td>11</td>
</tr>
<tr>
<td>Percentage of PH (PSH and RRH), TH and non-Coordinated Entry SSO renewal and new project applications in the FY 2016 competition that will be designated as “low barrier”:</td>
<td>100%</td>
</tr>
</tbody>
</table>

4B-2. What percentage of CoC Program-funded Permanent Supportive Housing (PSH), Rapid Re-Housing (RRH), SSO (non-Coordinated Entry) and Transitional Housing (TH) FY 2016 Projects have adopted a Housing First approach, meaning that the project quickly houses clients without preconditions or service participation requirements?

**FY 2016 Projects Housing First Designation**

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total number of PSH, RRH, non-Coordinated Entry SSO, and TH project applications in the FY 2016 competition (new and renewal):</td>
<td>11</td>
</tr>
<tr>
<td>Total number of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications that selected Housing First in the FY 2016 competition:</td>
<td>11</td>
</tr>
<tr>
<td>Percentage of PSH, RRH, non-Coordinated Entry SSO, and TH renewal and new project applications in the FY 2016 competition that will be designated as Housing First:</td>
<td>100%</td>
</tr>
</tbody>
</table>

4B-3. What has the CoC done to ensure awareness of and access to housing and supportive services within the CoC’s geographic area to persons that could benefit from CoC-funded programs but are not currently participating in a CoC funded program? In particular, how does the CoC reach out to persons that are least likely to request housing or services in the absence of special outreach?

Direct outreach and marketing: X
4B-4. Compare the number of RRH units available to serve populations from the 2015 and 2016 HIC.

<table>
<thead>
<tr>
<th>RRH units available to serve all populations in the HIC:</th>
<th>2015</th>
<th>2016</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>14</td>
<td>53</td>
<td>39</td>
</tr>
</tbody>
</table>

4B-5. Are any new proposed project applications requesting $200,000 or more in funding for housing rehabilitation or new construction? No

4B-6. If "Yes" in Questions 4B-5, then describe the activities that the project(s) will undertake to ensure that employment, training and other economic opportunities are directed to low or very low income persons to comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) and HUD’s implementing rules at 24 CFR part 135?
(limit 1000 characters)
Not Applicable

4B-7. Is the CoC requesting to designate one or more of its SSO or TH projects to serve families with children and youth defined as homeless under other Federal statutes? No

4B-7a. If "Yes", to question 4B-7, describe how the use of grant funds to serve such persons is of equal or greater priority than serving persons
defined as homeless in accordance with 24 CFR 578.89. Description must include whether or not this is listed as a priority in the Consolidated Plan(s) and its CoC strategic plan goals. CoCs must attach the list of projects that would be serving this population (up to 10 percent of CoC total award) and the applicable portions of the Consolidated Plan.
(limit 2500 characters)
Not Applicable

4B-8. Has the project been affected by a major disaster, as declared by the President Obama under Title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (Public Law 93-288) in the 12 months prior to the opening of the FY 2016 CoC Program Competition?
No

4B-8a. If "Yes" in Question 4B-8, describe the impact of the natural disaster on specific projects in the CoC and how this affected the CoC's ability to address homelessness and provide the necessary reporting to HUD.
(limit 1500 characters)
Not Applicable

4B-9. Did the CoC or any of its CoC program recipients/subrecipients request technical assistance from HUD since the submission of the FY 2015 application? This response does not affect the scoring of this application.
No

4B-9a. If "Yes" to Question 4B-9, check the box(es) for which technical assistance was requested.
This response does not affect the scoring of this application.

<table>
<thead>
<tr>
<th>CoC Governance:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CoC Systems Performance Measurement:</td>
<td></td>
</tr>
<tr>
<td>Coordinated Entry:</td>
<td></td>
</tr>
<tr>
<td>Data reporting and data analysis:</td>
<td></td>
</tr>
<tr>
<td>HMIS:</td>
<td></td>
</tr>
</tbody>
</table>
Homeless subpopulations targeted by Opening Doors: veterans, chronic, children and families, and unaccompanied youth:  
Maximizing the use of mainstream resources:  
Retooling transitional housing:  
Rapid re-housing:  
Under-performing program recipient, subrecipient or project:  
Not applicable: X

**4B-9b. Indicate the type(s) of Technical Assistance that was provided, using the categories listed in 4B-9a, provide the month and year the CoC Program recipient or sub-recipient received the assistance and the value of the Technical Assistance to the CoC/recipient/sub recipient involved given the local conditions at the time, with 5 being the highest value and a 1 indicating no value.**

<table>
<thead>
<tr>
<th>Type of Technical Assistance Received</th>
<th>Date Received</th>
<th>Rate the Value of the Technical Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Applicant: St. Louis County
Project: MO-500 CoC Registration FY 2016
4C. Attachments

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

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Required?</th>
<th>Document Description</th>
<th>Date Attached</th>
</tr>
</thead>
<tbody>
<tr>
<td>01. 2016 CoC Consolidated Application: Evidence of the CoC’s communication to rejected participants</td>
<td>Yes</td>
<td>Evidence of CoC C...</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>02. 2016 CoC Consolidated Application: Public Posting Evidence</td>
<td>Yes</td>
<td>2016 CoC Consolid...</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>03. CoC Rating and Review Procedure (e.g. RFP)</td>
<td>Yes</td>
<td>CoC Rating and Re...</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>04. CoC's Rating and Review Procedure: Public Posting Evidence</td>
<td>Yes</td>
<td>CoC Rating and Pr...</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>06. CoC's Governance Charter</td>
<td>Yes</td>
<td>CoC Governance Ch...</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>08. Applicable Sections of Con Plan to Serving Persons Defined as Homeless Under Other Fed Statutes</td>
<td>No</td>
<td>Additional Projec...</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>09. PHA Administration Plan (Applicable Section(s) Only)</td>
<td>Yes</td>
<td>Statement on PHA ...</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>10. CoC-HMIS MOU (if referenced in the CoC’s Governance Charter)</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. CoC Written Standards for Order of Priority</td>
<td>No</td>
<td>Written Policy fo...</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>12. Project List to Serve Persons Defined as Homeless under Other Federal Statutes (if applicable)</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13. HDX-system Performance Measures</td>
<td>Yes</td>
<td>HDX System Perf...</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>14. Other</td>
<td>No</td>
<td>Applicant Disclos...</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>15. Other</td>
<td>No</td>
<td>Additional Projec...</td>
<td>09/13/2016</td>
</tr>
</tbody>
</table>
Attachment Details

Document Description: Evidence of CoC Communication to Rejected Applicants

Attachment Details

Document Description: 2016 CoC Consolidated Application Posting

Attachment Details

Document Description: CoC Rating and Review Procedure

Attachment Details

Document Description: CoC Rating and Procedure Public Posting

Attachment Details

Document Description: CoC Process for Reallocation
Document Description: CoC Governance Charter

Attachment Details

Document Description: HMIS Policy and Procedures

Attachment Details

Document Description: Additional Project Applicant Disclosure

Attachment Details

Document Description: Statement on PHA Administration Plan

Attachment Details

Document Description: Written Policy for Orders of Priority
Document Description:

Attachment Details

Document Description: HDX System Performance Measures

Attachment Details

Document Description: Applicant Disclosure Update Report

Attachment Details

Document Description: Additional Project Applicant Disclosure
Submission Summary

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

<table>
<thead>
<tr>
<th>Page</th>
<th>Last Updated</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A. Identification</td>
<td>08/12/2016</td>
</tr>
<tr>
<td>1B. CoC Engagement</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>1C. Coordination</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>Section</td>
<td>Date</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>1D. CoC Discharge Planning</td>
<td>08/23/2016</td>
</tr>
<tr>
<td>1E. Coordinated Assessment</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>1F. Project Review</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>1G. Addressing Project Capacity</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>2A. HMIS Implementation</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>2B. HMIS Funding Sources</td>
<td>08/24/2016</td>
</tr>
<tr>
<td>2C. HMIS Beds</td>
<td>09/02/2016</td>
</tr>
<tr>
<td>2D. HMIS Data Quality</td>
<td>09/12/2016</td>
</tr>
<tr>
<td>2E. Sheltered PIT</td>
<td>09/12/2016</td>
</tr>
<tr>
<td>2F. Sheltered Data - Methods</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>2G. Sheltered Data - Quality</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>2H. Unsheltered PIT</td>
<td>09/02/2016</td>
</tr>
<tr>
<td>2I. Unsheltered Data - Methods</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>2J. Unsheltered Data - Quality</td>
<td>09/02/2016</td>
</tr>
<tr>
<td>3A. System Performance</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>3B. Objective 1</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>3B. Objective 2</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>3B. Objective 3</td>
<td>09/13/2016</td>
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<tr>
<td>4A. Benefits</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>4B. Additional Policies</td>
<td>09/13/2016</td>
</tr>
<tr>
<td>4C. Attachments</td>
<td>09/13/2016</td>
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<tr>
<td>Submission Summary</td>
<td></td>
</tr>
<tr>
<td></td>
<td>No Input Required</td>
</tr>
</tbody>
</table>
September 2, 2016

Pat Holtermann-Hommes, President & CEO
Youth in Need
1815 Boones Lick Road
St. Charles, MO 63301-2247

NOTICE OF FINAL RANKING FOR HUD 2016 COC APPLICATION

Dear Pat:

The St. Louis County Continuum of Care (CoC) Rank & Review Committee has provided valuable and necessary input for evaluating projects submitted under the 2016 CoC Consolidated Plan Application to the Federal Department of Housing and Urban Development (HUD) for funding Homeless Services.

Through the convening of an independent Ranking and Review committee, projects were ranked based on the local Continuum of Care need and the funding priorities set forth by HUD.

This letter is to inform you that Rapid Rehousing did not rank high enough to be included in the St. Louis County Continuum of Care application. The projects were extremely competitive and the scoring was very close.

Should you have any questions about the project ranking, please feel free to contact Pierre Hampton at PHampton2@stlouiscounty.com or (314) 615-4425.

Sincerely,

[Signature]

Pierre Hampton
Manager, Homeless Service Program
September 2, 2016

Judson Bliss, Chief Program Officer  
St. Patrick Center  
800 North Tucker Blvd.  
St. Louis, MO 63101-1000

NOTICE OF FINAL RANKING FOR HUD 2016 COC APPLICATION

Dear Judson:

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Sincerely,

Pierre Hampton  
Manager, Homeless Service Program
September 2, 2016

Rebecca Corratzer, Interim CEO
Epworth Children & Family Services
110 North Elm Street
Webster Groves, MO 63119

NOTICE OF FINAL RANKING FOR HUD 2016 COC APPLICATION

Dear Rebecca:

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Sincerely,

Pierre Hampton
Manager, Homeless Service Program
September 2, 2016

Rebecca Corratzer, Interim CEO
Epworth Children & Family Services
110 North Elm Street
Webster Groves, MO 63119

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Sincerely,

Pierre Hampton
Manager, Homeless Service Program
September 2, 2016

Brenda Mahr, Chief Executive Officer
Employment Connection
2838 Market Street
St. Louis, MO 63103-2524

NOTICE OF FINAL RANKING FOR HUD 2016 COC APPLICATION

Dear Brenda:

The St. Louis County Continuum of Care (CoC) Rank & Review Committee has provided valuable and necessary input for evaluating projects submitted under the 2016 CoC Consolidated Plan Application to the Federal Department of Housing and Urban Development (HUD) for funding Homeless Services.

Through the convening of an independent Ranking and Review committee, projects were ranked based on the local Continuum of Care need and the funding priorities set forth by HUD.

This letter is to inform you that both Rapid Rehousing Projects did not rank high enough to be included in the St. Louis County Continuum of Care application. The projects were extremely competitive and the scoring was very close.

Should you have any questions about the project ranking, please feel free to contact Pierre Hampton at PHampton2@stlouisco.com or (314) 615-4425.

Sincerely,

[Signature]

Pierre Hampton
Manager, Homeless Service Program
September 2, 2016

Brenda Mahr, Chief Executive Officer
Employment Connection
2838 Market Street
St. Louis, MO 63103-2524

NOTICE OF FINAL RANKING FOR HUD 2016 COC APPLICATION

Dear Brenda:

The St. Louis County Continuum of Care (CoC) Rank & Review Committee has provided valuable and necessary input for evaluating projects submitted under the 2016 CoC Consolidated Plan Application to the Federal Department of Housing and Urban Development (HUD) for funding Homeless Services.

Through the convening of an independent Ranking and Review committee, projects were ranked based on the local Continuum of Care need and the funding priorities set forth by HUD.

This letter is to inform you that Coordinated Entry did not rank high enough to be included in the St. Louis County Continuum of Care application. The projects were extremely competitive and the scoring was very close.

Should you have any questions about the project ranking, please feel free to contact Pierre Hampton at PHampton2@stlouisco.com or (314) 615-4425.

Sincerely,

[Signature]

Pierre Hampton
Manager, Homeless Service Program
County Homeless Programs

Saint Louis County residents who are homeless or experiencing a housing crisis can seek assistance by calling the Emergency Shelter Hotline. The Hotline is a centralized intake and referral system that can be accessed by calling a single number (314-802-5444). The caller is interviewed by an intake specialist, and if in crisis, is referred to either emergency shelter or rent/mortgage/utility assistance. The Hotline is the result of a collaboration between the City of Saint Louis and Saint Louis County, who jointly fund the program.

Notice of Final Ranking for HUD FY2016 COC Application

- 2016 CoC Collaborative Application
- 2016 CoC Collaborative Priority Listing
- 2016 CoC Project Rank and Review Results

Request For Proposal

The Saint Louis County Homeless Services Program, Office of Family and Community Services, Department of Human Services Office is requesting proposals for projects and programs that address the need for permanent housing for Saint Louis County individuals and families. The funds must be used for permanent supportive housing or rapid rehousing located in Saint Louis County. This is a bonus project under the HUD FY2015 NOFA and has very specific requirements. The Housing First Model must be applied to this project. Proposals are due by October 19, 2015. Please contact Andrea Holak at (314) 615-4413 with questions.

Request For Proposal (pdf)

Notice of Funding Availability for the 2015 Continuum of Care Program Competition

To access homeless services in Saint Louis County, call:

HOMELESS HOTLINE - 314-802-5444 (VOICE)

Toll Free - 1-866-802-7155

For Hearing or Speech Impaired - 314-802-5348 (TTY)

While in shelter, clients work with a case manager who assists them with identification of their issues and problems and plans a course of action that will return them to permanent housing and independence. For individuals and families in need of cash assistance, Saint Louis County contracts with social service agencies to administer rent, mortgage, and utility grants; conduct budgeting classes; teach landlord/tenant responsibilities; identify available, affordable housing; and follow-up with families to prevent housing crisis. Any individual living in shelter is eligible for mental health, substance abuse, and domestic violence assessment and/or referral services. Children living in shelter are eligible for educational assessment services and transportation services.
Human Resource Council Agenda

- Agenda - November 20, 2014 (pdf)

Housing Resources Commission Meeting Agenda

- Agenda - August 22, 2016 (pdf)
- Agenda - April 25, 2016 (pdf)
- Agenda - February 29, 2016 (pdf)
- Agenda - Nov 16, 2015 (pdf)

Housing Resources Commission Meeting Minutes

- Meeting - November 16, 2015 (pdf)
- Meeting - Nov 20, 2014 (pdf)
- Meeting - Oct 21, 2014 (doc)
- Meeting - Aug 15, 2014 (doc)
- Meeting - April 22, 2014 (doc)
- Meeting - Feb 18 2014 (doc)

NOTICE OF FINAL RANKING FOR HUD 2013-2014 COC APPLICATION

The St. Louis County Continuum of Care (CoC) Rank & Review Committee has provided valuable and necessary input for evaluating projects submitted under the CoC Consolidated Plan Application (FY2013-2014) to the Federal Department of Housing and Urban Development (HUD) for funding Homeless Services.

As Lead Agency for the Collaborative Applicant, the Department of Human Services determined final ranking of projects by considering the CoC input as well as the priorities of HUD. The HUD Opening Doors goals place high priority on 1) funding for Beds vs. Supportive Services and 2) high priority on funding for Permanent Housing vs. other housing categories.

The final ranking of projects in response to the 2013-2014 NOFA is as follows:

1. Department of Mental Health- Places for People
2. Employment Connection- Project Homecoming
3. Salvation Army- Homes of Hope
4. Salvation Army- Stratford Commons

Notice of Funds Availability for Continuum of Care Program

The documents attached below document the notice of funds availability for the Continuum of Care Program for homeless services.

General Notice of Funding Availability
Notice of Funding Availability - Continuum of Care
Notice of Funding Availability - Technical Correction
Notice of Funding Availability - Technical Correction # 2
Notice of Funding Availability - Environmental Assessment

Posting of Completed HUD FY2013-2014 CoC Application

CoC Consolidated Application

https://stlouisco.com/HealthandWellness/HumanServices/CountyHomeless... 9/13/2016
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<th>Address</th>
<th>Phone</th>
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<tr>
<td></td>
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CoC Partners –

Attached please see the results of Rank and Review scoring for CoC funding applications for FY2016.

Jennifer M. Heggemann, MSW | Director of Social Work Services  
Legal Services of Eastern Missouri, Inc.  
4232 Forest Park Ave. | St. Louis, MO 63108  
314-534-4200 ext. 1225 | 314-256-8748 direct | 314-534-1028 fax  
jmheggemann@lsem.org | www.lsem.org

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Please consider the environment before printing this e-mail.

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From: Hampton, Pierre  
Sent: Friday, September 09, 2016 5:11 PM  
To: Heggemann, Jennifer M.  
Cc: Fee, Tom; Lindsey, Sada; Mayfield, Chaunceia; Neal, Pamela  
Subject: FW: 2016 Rank and Review Results

Jennifer, good afternoon, can you please send out the following results of the Rank and Review session for the 2016 New and Renewal CoC project applications, please contact me if there are any questions or concerns. I can be reached at PHampton2@stlouisco.com. Thanks

---

From: Hampton, Pierre  
Sent: Friday, September 09, 2016 12:20 PM  
To: Fee, Tom  
Cc: Lindsey, Sada; Neal, Pamela; Mayfield, Chaunceia  
Subject: 2016 Rank and Review Results

Tom, please see the attached results for Rank and Review for new and renewal projects, if this is okay, then we will send out continuum wide. Thanks for Sada for compiling the data.
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Policy Regarding Reallocation Projects Within the Continuum of Care Competition

The St. Louis County Continuum of Care will exercise the process of reallocation in the 2016 Continuum of Care Nofa Application. This process of Reallocation will include Continuum of Care funded agencies in St. Louis County who are identified as underperforming in regards to their utilization rate of federal dollars. These projects have been identified as projects who have been returning excessive amounts of funding within the last two years back to HUD. The unspent HUD dollars is a result of projects not maintaining full capacity and/or not utilizing dollars in several areas of their grant. These projects have received assistance through the Continuum of Care lead agency, and/or through HUD Technical Assistance.

The Continuum has reallocated some of the funding to these projects to enable the creation of a new project that will address some of the needs of the Continuum and meets the goals of HUD. The reduction of funding from each project should in no way hinder the project from providing the same quality of services to the same number of individual and/or families. The Continuum will continue to monitor these projects in terms of improving performance and utilizing their HUD dollars.
August 5, 2016

To: Kevin Drollinger, CEO
Epworth Children & Family Services, Inc
110 North Elm Avenue
St. Louis, Missouri 63119

From: Andrea Jackson-Jennings, Director
Department of Human Services
9666 Olive Blvd, Suite 510
St. Louis, Missouri 63132

Subject: Re-Allocation of Continuum of Care Grant Funds

Dear CoC Recipient,

The Department of Human Services Homeless Services Program appreciates your partnership and the services that your organization provides to the homeless individuals and families of St. Louis County. This is to inform you of the need for reallocation of under-utilized funds in the renewal projects to be submitted under the FY2016 CoC Competitive application. The Housing and Urban Development (HUD) has made significant changes to how the Continua of Care applications are reviewed and scored, and many continua have lost funding as a result. As you are aware, our St. Louis County CoC lost one of its projects in Tier 2 in the 2015 Competition and did not receive funding for any new projects. Based on results from that competition, we reviewed the debriefing summary of the 2015 CoC Competition with representatives of the CoC. In order for our continuum to be competitive nationally and also within our own state, we took a serious look at how we structure and complete our application. One of several changes that we realized is the need to re-allocate some of our under-utilized CoC funds for one or more new projects.

You are receiving this notice because this reallocation process will affect the dollar amount of your renewal CoC project. Based on a review of the last few years of CoC funding, we have observed that substantial amounts of CoC funds have been recaptured by HUD. This presents a negative outlook on our continuum, and HUD reviews this information when determining which projects to fund on a renewal or new project basis. This year the St. Louis County CoC will participate in the reallocation process as a part of the process of assembling the collaborative application. The amounts for reallocation have been determined based on amounts of unused funds from each of the current CoC projects. The amount that will be reduced from your existing CoC project will be forwarded to you and your new budget amounts will be communicated to you as well. Please be advised that this reallocation amount will ensure that the County Continuum of Care will maintain its overall current ARA (Annual Renewal Amount) level of funding with the addition of one or more new projects that will provide additional units of housing and support services to serve our most vulnerable homeless populations. The advantage is that the County Continuum of Care will be able to support a new project with funding is that already incorporated into the
funding level of the ARA. This new project must meet the normal threshold for a new project as determined by HUD.

**What you need to do:**
As we are preparing for the submission of the FY2016 Competitive CoC application, our existing CoC providers will need to enter their renewal project into Esnaps to include the revised budgeting numbers for their funding request. Please be advised that the reduced amounts from each CoC project was carefully calculated to assure that the project would not suffer in terms of meeting the needs of the clients, personnel, services, and existing partners. Additional information will be forwarded to you detailing the reduction amounts and revised funding amounts for your project. Please feel free to contact me if you have any questions or concerns.

Again, I thank you for your continued work to serve the homeless population of St. Louis County.

Sincerely Yours,

[Signature]
Andrea Jackson-Jennings
Director, Department of Human Services

AJJ/ph
August 8, 2016

To: Gary Busiek, Social Services Divisional Director
The Salvation Army
1130 Hampton Avenue
St. Louis, Missouri 63139

From: Andrea Jackson-Jennings, Director
Department of Human Services
9666 Olive Blvd, Suite 510
St. Louis, Missouri 63132

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Again, I thank you for your continued work to serve the homeless population of St. Louis County.

Sincerely Yours,

Andrea Jackson-Jennings
Director, Department of Human Services

AJJ/ph
August 8, 2016

To: Brenda Mahr, Chief Executive Officer
   Employment Connection
   2838 Market Street
   St. Louis, Missouri 63103

From: Andrea Jackson-Jennings, Director
       Department of Human Services
       9666 Olive Blvd, Suite 510
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The Department of Human Services Homeless Services Program appreciates your partnership and the services that your organization provides to the homeless individuals and families of St. Louis County. This is to inform you of the need for reallocation of under-utilized funds in the renewal projects to be submitted under the FY2016 CoC Competitive application. The Housing and Urban Development (HUD) has made significant changes to how the Continua of Care applications are reviewed and scored, and many continua have lost funding as a result. As you are aware, our St. Louis County CoC lost one of its projects in Tier 2 in the 2015 Competition and did not receive funding for any new projects. Based on results from that competition, we reviewed the debriefing summary of the 2015 CoC Competition with representatives of the CoC. In order for our continuum to be competitive nationally and also within our own state, we took a serious look at how we structure and complete our application. One of several changes that we realized is the need to re-allocate some of our under-utilized CoC funds for one or more new projects.

You are receiving this notice because this reallocation process will affect the dollar amount of your renewal CoC project. Based on a review of the last few years of CoC funding, we have observed that substantial amounts of CoC funds have been recaptured by HUD. This presents a negative outlook on our continuum, and HUD reviews this information when determining which projects to fund on a renewal or new project basis. This year the St. Louis County CoC will participate in the reallocation process as a part of the process of assembling the collaborative application. The amounts for reallocation have been determined based on amounts of unused funds from each of the current CoC projects. The amount that will be reduced from your existing CoC project will be forwarded to you and your new budget amounts will be communicated to you as well. Please be advised that this reallocation amount will ensure that the County Continuum of Care will maintain its overall current ARA (Annual Renewal Amount) level of funding with the addition of one or more new projects that will provide additional units of housing and support services to serve our most vulnerable homeless populations. The advantage is that the County Continuum of Care will be able to support a new project with funding is that already incorporated into the
funding level of the ARA. This new project must meet the normal threshold for a new project as determined by HUD.

**What you need to do:**
As we are preparing for the submission of the FY2016 Competitive CoC application, our existing CoC providers will need to enter their renewal project into Esnaps to include the revised budgeting numbers for their funding request. Please be advised that the reduced amounts from each CoC project was carefully calculated to assure that the project would not suffer in terms of meeting the needs of the clients, personnel, services, and existing partners. Additional information will be forwarded to you detailing the reduction amounts and revised funding amounts for your project. Please feel free to contact me if you have any questions or concerns.

Again, I thank you for your continued work to serve the homeless population of St. Louis County.

Sincerely Yours,

[Signature]

Andrea Jackson-Jennings
Director, Department of Human Services

AJJ/ph
St. Louis County Continuum of Care
BYLAWS

ARTICLE I: ORGANIZATION

Section 1: Name

The name of the organization is the St. Louis County Continuum of Care (CoC).

Section 2: Geographic Area

The geographic area served is St. Louis County, Missouri.

Section 3: Address

The principal address for the CoC is the office of the St. Louis County Department of Human Services, Homeless Programs Division, 9666 Olive Boulevard, Suite 510, St. Louis, MO 63132.

ARTICLE II: VISION, MISSION, AND PURPOSE

Section 1: Vision

The St. Louis County CoC envisions a community in which every person deserves and has access to safe, habitable, stable, and appropriate housing.

Section 2: Mission

The St. Louis County CoC seeks to prevent, reduce, and end homelessness through the effective planning and coordination of a community-wide response to homelessness that includes a full array of prevention resources; supportive services; and emergency, transitional, and permanent housing options.

Section 3: Purpose

The purpose of the St. Louis County CoC is two-fold: (1) to carry out the responsibilities of a Continuum of Care as defined by legislation and the U.S. Department of Housing and Urban Development (HUD) and (2) to ensure that the community response to homelessness considers factors beyond the responsibilities required legislatively and by HUD so that the unique needs of our community are addressed. Responsibilities of the CoC include but are not limited to the following:

1. To establish and operate a centralized or coordinated system that provides an initial, comprehensive assessment of the needs of individuals and families for housing and services;
2. To ensure that the centralized or coordinated assessment system is easily accessed by individuals and families seeking services; is well advertised; includes a comprehensive and standardized assessment tool; and follows fair and equitable written standards for screening, determining eligibility, and administering assistance;

3. To coordinate and implement a system to identify and meet the needs of those experiencing or at-risk of homelessness within the geographic area, including –

- planning for and conducting point-in-time counts of homeless persons within the geographic area;
- conducting an annual gaps analysis of the homeless needs and services available within the geographic area;
- providing information necessary to complete the Consolidated Plan(s) submitted to HUD for the geographic area; and
- consulting with State and local Emergency Solutions Grant (ESG) program recipients within the CoC on the plan for allocating ESG program funds and reporting on and evaluating the performance of ESG program recipients and subrecipients;

4. To designate a Homeless Management Information System (HMIS) and a lead agency to manage the HMIS;

5. To prepare and oversee the application of Continuum of Care grant funds from HUD and other applications for funding as appropriate. Preparation and oversight activities include the following –

- designing, operating, and following a collaborative process for the development of applications, as well as approving the submission of applications in response to a NOFA published by HUD;
- establishing priorities for funding projects within the geographic area;
- determining how many and which applications will be submitted;
- selecting a Collaborative Applicant to submit an application on behalf of the St. Louis County CoC; and
- establishing a clearly defined set of responsibilities for both the CoC and its designated Collaborative Applicant related to the application of CoC and other grant funds
6. To assist in the coordination of other funding resources – federal, state, local, or private – of targeted homeless programs and other mainstream resources.

**ARTICLE III: MEMBERSHIP**

**Section 1: Membership Composition**

Membership in the St. Louis County CoC will be composed of individuals and agencies concerned with the development and coordination of homeless assistance and prevention programs. Membership is open and will include, but not be limited to the following:

- Nonprofit homeless providers,
- Victim service providers,
- Faith-based organizations,
- Governments,
- Businesses,
- Advocates,
- Public housing agencies,
- School districts,
- Social service providers,
- Mental health agencies,
- Hospitals,
- Universities,
- Affordable housing developers,
- Law enforcement,
- Organizations that serve homeless and formerly homeless veterans, and
- Homeless and formerly homeless individuals.

**Section 2: Membership Defined**

Membership in the St. Louis County CoC is open to any organization or individual that is committed to preventing, reducing, and ending homelessness.

- Organizations include nonprofit, for profit, governmental, and faith-based entities.

- Individuals include persons who are not affiliated with any organization within the CoC. An individual is considered affiliated with an organization if he/she is employed by, on the board of directors of, an active volunteer with, or a member of the organization. Individual members may include persons who are currently or formerly homeless.

Initial membership in the CoC will be determined by an individual’s or organization’s attendance at monthly meetings of the Homeless Service Network Board/CoC for the 18 months prior to the date of the enactment of these bylaws. Agencies and individuals who attended at least 50% of Homeless Service Network Board/CoC meetings in the previous 18 months will be considered active members of the CoC. Individuals and organizations must also complete an application for membership that includes the names of authorized delegates who may vote on behalf of the organization.

Individuals and organizations that wish to join the CoC after the enactment of the bylaws must also complete an application for membership and attend CoC meetings for six consecutive months following the submission of said application. Upon verification of meeting these requirements by the Secretary of the CoC, the individual or organization seeking membership
will be considered an active member of the CoC and will be entitled to all the rights and privileges thereof.

To remain an active member in good standing with the CoC, an individual or organization must meet the following criteria:

- Attend 75% of the meetings of the full Continuum of Care each calendar year. Initially, the full CoC will meet monthly with the frequency of the meetings to be reviewed and decided upon at least annually by the Executive Committee of the CoC. In no instance shall the number of meetings of the full CoC be less than four times per year.

- Participate in at least one standing committee of the CoC and attend 75% of applicable committee meetings each calendar year. See Article VI, Section 2 for a description of CoC standing committees.

When absences occur due to illness, hardship or other unavoidable circumstance, exceptions may be made on a case-by-case basis to the attendance requirements for membership at the discretion of the Executive Committee. Exceptions shall require approval by a simple majority of the members present at any Executive Committee meeting in which a quorum is present. See Article IV, Section 2 for the definition of quorum for the purposes of the Executive Committee.

**ARTICLE IV: OFFICERS AND EXECUTIVE COMMITTEE**

**Section 1: Officer Positions**

Three officers will coordinate the work of the CoC: Chair, Vice Chair, and Secretary.

**Section 2: Executive Committee**

The Executive Committee shall be comprised of the Chair and Vice Chair of the CoC; the Chairs of the CoC Standing Committees described in Article VI, Section 2 of these bylaws; and three at-large members selected from the active membership of the CoC. The Secretary shall also serve on the Executive Committee but shall not have a vote.

A simple majority of Executive Committee members must be present to constitute a quorum for voting purposes.

**Section 3: Nomination, Election, and Appointment**

The CoC will nominate and recommend to the committee a slate of candidates for the Chair and Vice Chair positions of the CoC as well as the three at-large positions on the Executive Committee. Only individuals who are active members of the CoC and persons representing organizations that are active members of the CoC may be nominated for these positions. The positions will be voted on by the full, active membership of the CoC every two years at the December meeting.
The position of Secretary shall be filled by appointment with a staff member from the St. Louis County Department of Human Services. The Manager of the Homeless Programs Division of the Department of Human Services shall be responsible for making this appointment. The Secretary shall serve at the pleasure of the Manager of the Homeless Programs Division.

Should the Chair or Vice-Chair resign or be removed from the CoC before completing a term of office, the Executive Committee will appoint a member from the committee to finish the term of office. In the event that the Vice Chair is appointed to replace the Chair due to the Chair's resignation or removal or if the Vice-Chair is elected to succeed the Chair after expiration of the Chair's term, the Vice-Chair position shall be filled via an election and shall not be appointed by the Executive Committee.

Should an at-large member of the Executive Committee resign or be removed from her/his position on the Executive Committee, the Executive Committee will appoint an active member of the CoC to finish the term.

Appointments shall require approval by a simple majority of the members present at any Executive Committee meeting in which a quorum is present.

Section 4: Terms of Service

Officers shall be elected for a two-year term except that the Vice Chair shall initially be elected for a one year term to allow for staggering of the terms of the Chair and Vice Chair. Upon expiration of the initial term, the Vice Chair will be elected for a two-year term.

Section 5: Duties

Chair

The Chair of the CoC is responsible for scheduling and facilitating meetings, preparing meeting agendas, notifying members of upcoming meetings, and overseeing all business conducted by the CoC. The Chair of the CoC shall also serve as the Chair of the Executive Committee.

Vice Chair

The Vice Chair will assist and support the Chair in the completion of her/his duties. The Vice Chair will facilitate meetings of the CoC in the event that the Chair is unable to attend. In the event that the Chair is unable to temporarily fulfill her/his duties due to illness, medical or family leave, or other temporary circumstance, the Vice Chair will assume the Chair's responsibilities until her/his return. Should the Chair, for any reason, be unable to complete a term of office then the Vice Chair will assume the position of Chair and a new Vice Chair will be appointed by the Executive Committee to complete the term.

In the absence of the Secretary at any meeting of the CoC, the Vice Chair will serve as Secretary. In the absence of both the Chair and the Secretary, the Vice Chair will appoint a CoC member in attendance to serve as Secretary for the meeting.
Secretary

The Secretary will ensure that all minutes of meetings and records of the CoC and its committees are compiled and preserved. The Secretary is responsible for sending a draft of minutes from the most recent meeting to CoC members at least five business days prior to the next meeting of the CoC to ensure that members have adequate time to review before approving or recommending revisions at the upcoming meeting.

The Secretary will maintain records of attendance for all CoC meetings and will call roll of active members for any items up for vote during meetings.

**ARTICLE V: MEETINGS AND VOTING**

**Section 1: Meetings**

Regular meetings of the CoC will convene on the first Wednesday of every month at 8:30 a.m. Meetings cancelled due to inclement weather or other circumstance will be rescheduled at the discretion of the CoC Chair. The Chair may convene additional meetings as needed to conduct business necessary to achieve the mission and purpose of the CoC.

**Section 2: Voting**

**Organizations**

Each active member organization shall be entitled to an unlimited number of delegates, but an organization shall have only one vote. Only active members of the CoC will have voting privileges.

**Nonprofit, For Profit, and Faith Based Entities**

If two active member organizations are closely linked but organized separately for IRS tax purposes, then each organization is entitled to its own vote. Organizations operating under the same umbrella for IRS tax purposes are entitled to only one vote. (e.g. If all programs and organizations operating under the Catholic Charities umbrella utilize the same 501c3, then Catholic Charities and its related entities are entitled to only one vote. However, if each of the entities under the Catholic Charities umbrella of organizations maintains a separate 501c3 then each agency is entitled to its own vote.)

**Local, State, and Federal Government Entities**

Active members from local, state, or federal government entities who represent different departments within the applicable level of government shall be entitled to one vote per department; however, subdivisions or programs within the same department will not be recognized for individual voting rights (e.g. The St. Louis County Department of Human Services includes the Veteran’s Programs, Homeless Programs, Residential Programs,
etc. The Department of Human Services could have delegates on the CoC from each of these subdivisions/programs, but the Department would be entitled to only one vote. An unrelated department within St. Louis County Government such as the Police Department would also be entitled to its own vote but representatives from programs or subdivisions within the Police Department such as the Community Response Team or officers from different precincts would be considered delegates of the Police Department and would not be entitled to individual votes.)

**Individuals**

Active individual members, including those who are currently or formerly homeless, who are not affiliated with any organization within the CoC are entitled to one vote. An individual is considered affiliated with an organization if he/she is employed by, on the board of directors of, an active volunteer with, or a member of the organization.

**Voting by Proxy**

Any organizational member unable to be present at the time of a vote may send a representative of the organization to vote by proxy. Likewise, an individual member may also designate a proxy of her or his choosing to vote on her/his behalf. The Chair must receive written notification prior to the meeting be called to order to approve any vote by proxy.

**Quorum**

A simple majority of CoC members who are eligible to vote must be present to constitute a quorum.

**Conflict of Interest**

Each member of the CoC shall exercise good faith and honesty in all dealings and transactions related to the CoC.

No member shall use her/his position or knowledge gained from the CoC in such a way as to permit a conflict to arise between the interest of the CoC and her/his own individual or organizational interest.

If a matter arises in which a member has, or may have, a conflict of interest, the situation shall be promptly disclosed to the Executive Committee of the CoC. The Executive Committee will vote to determine whether or not a conflict or potential conflict exists and what action is needed to ameliorate the conflict when applicable.

Any member having a possible conflict of interest on any matter before the CoC may not use her/his personal influence with the CoC or its members. This requirement should not be construed as preventing a member from stating her/his individual or organizational position in the matter, nor from answering pertinent questions from other members.
No CoC member may participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefits to the organization that the member represents. Organizational members shall recuse themselves from any vote on or ranking and review of applications for funding opportunities in which their own organization has an application under consideration.

Section 3: Removal of Members or Officers

Members or Officers of the CoC may be removed from the CoC and/or the office held for violating the conflict of interest provisions of the bylaws, engaging in activities or behaviors that are detrimental to the mission and purpose of the CoC, or for other good cause. Removal from the CoC requires a two-third majority vote of active members attending a regular or specially called meeting of the CoC convened by the Chair. A quorum must be present to vote on the removal of a member or officer.

ARTICLE VI: COMMITTEES

Section 1: Executive Committee

The Executive Committee is responsible for providing direction and leadership to the CoC in strategic planning and goal setting; establishing priorities for and making decisions regarding the use of funding for the CoC; approving recommendations of ranking and review committee; conducting business on behalf of the CoC in the event of an emergency, disaster, or imminent funding deadline; overseeing the election and appointment of officers and at-large members; and engaging in official communication and entering into agreements on behalf of the CoC.

The Executive Committee is also responsible for the selection and appointment of the CoC Collaborative Applicant and the HMIS Lead Agency. The organizations selected to serve as the Collaborative Applicant and HMIS Lead shall serve in their applicable roles for a period of two years except that the organizations first selected as the Collaborative Applicant and HMIS Lead will serve in this role for the duration of the contract period for the CoC application submitted to HUD in January 2014.

Section 2: Standing Committees

The Standing Committees of the CoC are as follows:

Planning Committee

The Planning Committee will be responsible for the development of strategic goals and objectives for the CoC. The committee will research and develop effective policies, practices, and service delivery strategies within the CoC. This includes the development of a Centralized or Coordinated Assessment System. The committee will review current homeless data and trends, conduct gaps analysis surveys, assess progress toward meeting goals and objectives, and make recommendations regarding the use of resources.
Point-In-Time Count Committee

The Point-In-Time Count Committee will plan and coordinate the census counts of sheltered and unsheltered homeless persons required by HUD.

HMIS Committee

The primary role of the HMIS Committee will be to direct the activities of the HMIS Lead Agencies and oversee the development and adoption of new policies governing the operation of the HMIS within Saint Louis County. This includes the development of written protocols for monitoring of CoC-funded program performance, including participation in HMIS. The committee will approve the implementation of recently created data quality and security plans, and will be responsible for the review of HMIS monitoring reports presented by the HMIS Lead Agency. The committee will be comprised of CoC members representing each of the program types operating within the continuum.

Ranking and Review Committee

The Ranking and Review Committee will evaluate applications for funding administered by the Homeless Programs Division of the St. Louis County Department of Human Services. The committee will develop instrumentation and procedures to ensure a fair and unbiased review of funding applications that takes into consideration the guidelines and priorities established by HUD and other funders. The committee will ensure that proposed projects meet eligibility criteria for funding and will rank and prioritize applications. The committee will submit its recommendations to the Executive Committee for approval.

Membership Committee

The Membership Committee is responsible for recruiting and retaining a diverse slate of individuals and organizations for membership in the CoC. The committee will ensure that membership composition in the CoC reflects the requirements outlined by HUD and detailed in Article III, Section 1 of these bylaws. Special attention will be given to the recruitment of individuals who are homeless and formerly homeless. The Membership Committee will also be responsible for creating and organizing meaningful opportunities for consumer feedback and input into the planning, delivery, and evaluation of services within the CoC.

Special Populations and Issues Committee

The Special Populations and Issues Committee will focus on identifying and addressing needs of and issues affecting specific subpopulations of individuals and families experiencing homelessness (e.g. homeless youth, school age children, veterans, members of the LGBT community, survivors of domestic violence, etc.).
Directors' Policy Committee

This committee, whose members have historically been staff from the St. Louis County Department of Human Services and executive staff from County-funded agencies, serves as an opportunity for information sharing and planning related to CoC funding and policy. Participation in this committee is contractually required for agencies receiving HUD, Housing Resource Commission, and other funds that pass through the County. This committee will continue to meet for the duration of any existing contracts. Upon expiration of these existing contracts, the functions of the Directors’ Policy Committee will be absorbed by the broader CoC and its Planning Committee.

Section 3: Ad Hoc Committees

Ad Hoc Committees will be convened as determined necessary by the general membership or Executive Committee of the CoC.

Section 4: Meetings and Membership

All individual and organization members of the CoC must actively participate, as described in Article III, Section 2 of these bylaws, in a Standing Committee of the CoC.

Members may self-select the committee(s) they wish to join. If voluntary membership in a particular committee is too low to adequately conduct the business required of said committee, the Executive Committee may vote to appoint members to said committee as needed.

All Standing Committees shall meet a minimum of four times per calendar year.

Each Standing and Ad Hoc Committee shall elect a Chair and Vice Chair who will organize and facilitate committee meetings and assist the committee in developing and achieving goals. Each committee Chair and Vice Chair shall be elected for a one year term except that the term of the first Chair and Vice Chair shall last only from the date of election through the end of the calendar year in which elected. Subsequent elections for one year terms will take place each January.

Committees shall keep records of membership, meeting minutes, and attendance. An updated membership list shall be submitted to the Secretary of the CoC quarterly on the last business day of January, April, July, and October. Meeting minutes and attendance records shall be submitted to the Secretary of the CoC within ten business days following each committee meeting.

ARTICLE VII: REVIEW AND AMENDMENTS TO BYLAWS

The Bylaws of the CoC may be revised, amended, or repealed with the approval of the majority of all voting-eligible members of the CoC. A vote to revise, amend, or repeal the bylaws may be taken up at any regular or specially called meeting of the CoC, provided that any changes shall have been presented in their final form and discussed at the preceding regular monthly meeting of the CoC. Notification for any such meetings must clearly state that the revision, amendment, or repeal of the bylaws is being considered.
The CoC shall review, update as appropriate, and approve the Bylaws at least once every five years.

Bylaws accepted by vote on: July 2, 2014

Chair Signature: [Signature]

Vice Chair Signature: [Signature]
Contents

I. Overview
II. Release of Information
III. Client Notification
IV. Staff Training
V. Posting on the Web Page
VI. Chief Privacy Officer
VII. Requests for Data by Law Enforcement and Government Agencies
VIII. HMIS Security Plan
IX. Privacy Plan
X. Data Quality

Appendices

A. Full Privacy Policy
B. Short Version of Privacy Policy
C. Employee Acknowledgment
D. Sign for Intake Desk
I. Overview
Regulations were issued by the United States Department of Housing and Urban Development for the Homeless Management Information System (HMIS) in 2004, 2010 and 2014. Compliance with this system is required of social services agencies receiving funds from the US Department of Housing and Urban Development, the US Veterans Administration and US Department of Health and Human Services. The 2014 Data Standards describe the types of data that agencies participating in a Continuum of Care must collect from clients receiving homeless services. These regulations allow for the uniform collection data clients across agencies and across jurisdictions. Additionally the rules protect privacy and confidentiality for clients.

The rules apply to agencies receiving Emergency Shelter Grants, Supportive Housing Program grants, Shelter plus Care grants, Section 8 SRO programs, HOPWA grants and other funders within the Continuum of Care. If your agency assists victims of domestic violence with specific programs, additional regulations will apply. Consult with your funding agency or an attorney for more information regarding collecting and using data regarding domestic violence victims.

Clients are required to provide the participating agency with their names and other personal information as a condition of obtaining services. An agency can decline to serve a client who refuses to provide personal information required in the HMIS system.

II. Release of Information
Except for first party access to information and any required disclosures for oversight of compliance with HMIS privacy and security standards, all uses and disclosures are permissive and are not mandatory. This means your agency should err on the side of not disclosing information you have collected, except to the extent the information must be in the database you are using. Uses and disclosures not specified in the privacy notice can be made only with the consent of the individual or when required by law.

III. Client Notification
You must post notification at each intake desk of your agency advising clients of the Privacy Notice. You must also provide the clients with the short version of the Privacy Notice (Appendix B) which advises them that they can request a copy of the full policy (Appendix A).

The agency must provide reasonable accommodations for persons with disabilities throughout the data collection process. This manual includes various versions of the Privacy Notice.
IV. **Staff Training**
All staff should be familiar with the requirements of the Privacy Notice. As part of the training, each employee and volunteer of your agency who collects, reads, or is otherwise exposed to client information must be given a copy of the full Privacy Notice, be allowed to read it, then must sign the Acknowledgment enclosed in this manual as Appendix H to confirm he or she has read and understood the policy.

V. **Post on the Web Page**
Your Privacy Notice should be posted on the agency’s web page. If your agency’s address is generally not published elsewhere on your web site, ensure that the address does not appear in the Privacy Notice before it is posted.

VI. **Chief Privacy Officer**
Your agency must designate a Chief Privacy Officer, who should be an administrator. The Chief Privacy Officer will manage questions and complaints about the Privacy Notice.

VII. **Requests for Data by Law Enforcement and Government Agencies**

**Open Access**
There are many situations in which police or other government officials request information from shelters and other service providers.

Police are not entitled to enter your agency’s buildings without a court order, search warrant, or your permission.

**Clients as Victims**
It is advisable to allow police to enter your building when a client is the victim of a crime. It is appropriate to allow police to interview your client.

**Court Orders and Warrants**
There are limited circumstances in which police should be allowed enter to your agency in search of a person or information.

Your agency should comply with a court order which allows police entry to your agency.

Your agency should comply with a search warrant ordering access to your building. Ask to see the warrant, and identify specific items police are authorized to locate. A search warrant may also authorize law enforcement to look for a person in your agency. Officers may rightfully enter your agency and arrest the person named in the warrant.

An arrest warrant alone does not authorize police to enter your building. You are not required to allow entry or provide information to law enforcement officers.
when they do not present a court order, subpoena or search warrant. Many agencies have cooperative relationships with police. Voluntarily giving information to police can harm the trust relationship you have with clients.

**Clients Suspected of Crime**
Without a court order or warrant, you should not confirm that a certain client is at your shelter, and you should not provide any information about the person. Even if the person is wanted for a crime, law enforcement can arrest your client only when they possess a court order or search and arrest warrants.

If a client is wanted for a serious crime such as child abuse, murder, or other felony, you should consider advising the client to turn himself or herself in to the police. If he or she refuses, and you believe the crime is so serious that you should not be serving the client, you have the right to advise him or her to leave immediately, unless your program has leases for rental of housing. Programs that provide services and shelter, but not longer-term leases for individual housing units, can remove people from their premises without going through a court procedure.

**Probation and Parole Officers**
Very often, your clients may be on probation or parole for prior offenses. Probation and Parole officers have no special privileges allowing them entry into your agency’s buildings. They can enter your buildings with your permission or with a search warrant (with the police). While offenders consent to parole officers searching their homes when they are on parole, that consent does not apply to your agency’s premises.

**Subpoenas**
When your agency is served with a Subpoena for records, you must determine whether you are legally allowed to comply. In many cases, a subpoena seeks medical records or other information of a confidential nature. An attorney should be consulted. An attorney can file a Motion to Quash and a judge will determine whether the records must be produced. Usually, a subpoena would give you several days to comply. If you must appear in court or at a deposition before you can contact an attorney, you should state your objections to the subpoena in writing and provide them to the attorney or the court.

Refer questions about law enforcement requests to your attorney.

**Hotel/Motel Program**
Clients who stay in the hotel/motel program are affected by specific laws. Contact your attorney or local legal office for information.

**Child Abuse and Mandatory Reporting**
Certain service providers are mandated to provide credible evidence of child
abuse. This obligation would supersede any policy that would prohibit the reporting of child abuse. Mandatory reporters should comply with state guidelines for reporters.

VIII. HMIS Security Plan

The HMIS Lead is responsible for establishing a security plan, which must be approved by the Saint Louis County Continuum of Care. This security plan must address the areas of User access, data collection, maintenance, use, disclosure, transmission, destruction of data, and a communication plan for reporting and responding to security incidents. In addition to the security plan, the HMIS Lead must develop a Disaster Recovery Plan and verify that the HMIS Vendor has a Disaster Recovery Plan as well.

HMIS User Access
All users are required to sign a HMIS User Agreement and complete HMIS User Training before receiving access to the HMIS. Credentials will not be issued without a signed User Agreement being on file with the HMIS Lead and the HMIS Agency Administrator. All HMIS training participants will be given a copy of the HMIS User Agreement. Potential Users will be responsible for completing the User Agreement, obtaining the required signatures and returning the form to the HMIS Lead before User Credentials will be issued. Once all required paperwork is complete, User Credentials can be obtained by calling the HMIS Help Desk.

Establishing a New Partner Agency
Homeless service providers that are interested in obtaining access to the HMIS system will be required to first contact the HMIS Lead, who will process the request and engage the CoC as necessary.

Once the homeless service provider has been approved for access to the HMIS system, the New Partner Agency will receive a copy of an HMIS participation agreement to review and obtain the appropriate signatures. The HMIS participation agreement will be sent to the HMIS Lead. Once all agreements are finalized, the HMIS Lead will contact the new partner agency regarding obtaining access and new user training.

Data Access Policies
HMIS Users will receive a unique username and establish a password. Usernames and passwords are never to be shared, or documented in a visible or accessible location, which would compromise the integrity and security of the HMIS system. HMIS Users will automatically be prompted to change their HMIS password on a routine basis. If a password is lost or forgotten, the HMIS User should contact the HMIS helpdesk.

HMIS Users must log off the HMIS system or lock the computer any time they step away from the workstation. Automatic password protected screen savers, or network
log-off, should be implemented on each computer used for HMIS. Additionally, the HMIS system is set up to auto-log off users who are inactive on the site after a maximum of 10 minutes.

Any paper documentation, such as client authorization forms, should be filed in a locked, secure area and not left unattended. All paper and electronic documentation for any client in the HMIS system must be stored and maintained for a minimum of seven years.

IX. HMIS Privacy Plan

Data Collection Limitation Policy
Partner agencies will enter into the HMIS only client information deemed necessary to provide quality service. Partner agencies, in collaboration with the Saint Louis County CoC, will make a determination of what qualifies as essential for services.

Partner agencies reserve the right to decline services for clients choosing not to share information needed to confirm program eligibility. The agency assumes that, by requesting services from the agency, the client agrees to allow them to collect information and to use or disclose it as described in the privacy notice and otherwise as allowed or required by law.

Client Notification
Partner Agencies must post notification at each intake desk of the agency advising clients of the Privacy Notice (Appendix A). Clients must also be provided with the short version of the Privacy Notice (Appendix B) which advises them that they can request a copy of the full policy.

The HMIS Privacy Notice should be posted on the agency’s web page. Agency should ensure that the address does not appear in the Privacy Notice before it is posted on their website, if the address is not public knowledge.

In addition to the posted notification signs, any client who agrees to allow HMIS User access to their HMIS profile must sign a Client Authorization form. This form must be updated annually.

The agency must provide reasonable accommodations for persons with disabilities throughout the data collection process. Various versions of the Privacy Notice will be made available through the HMIS Lead.

Limitations of HMIS Use
Partner agencies will use and disclose personal information from HMIS only in the following circumstances:

1) To provide or coordinate services to an individual.
2) For functions related to payment or reimbursement for services.
3) To carry out administrative functions including, but not limited to legal, audit, personnel, planning, oversight or management functions.

4) For research, where identifying information has been removed.

5) Contractual research where privacy conditions are met.

6) To make a disclosure required by law, when the disclosure complies with and is limited to the requirements of the law. Instances where this might occur are during a medical emergency, to report a crime against staff of the agency or a crime on agency premises, or to avert a serious threat to health or safety, including a person’s attempt to harm himself or herself.

7) To comply with government reporting obligations.

8) In connection with a court order, warrant, subpoena or other court proceeding requiring disclosure.

Client Rights to Access and Request Correction of Files

Any client receiving services from a Partnering Agency has the following rights:

1) **Access to program records.** Clients have the right to review their records in a program in the HMIS. A written request should be made to the HMIS Agency Administrator, who should follow-up on the request within five working days.

2) **Access to full records.** Clients have the right to review their full record in the HMIS. They may make a written request through the HMIS Agency Administrator, who will request approval from the HMIS Lead within five working days.

3) **Correction of an HMIS record.** A client has the right to request corrections be made to his or her HMIS record to ensure information is accurate. This guarantees fairness in its use.

4) **Refusal.** A client has a right to refuse to provide personal information for inclusion in HMIS. The agency’s ability to assist a client depends on the documentation of certain private information, and service providers may decline to provide services to a client who refuses to provide this data.

5) **Agency’s Right to Refuse Inspection of an Individual Record.** The agency may deny a client the right to inspect or copy his or her personal information for the following reasons:

   i. information is compiled in reasonable anticipation of litigation or comparable proceedings;
   
   ii. information about another individual other than the agency staff would be disclosed;
   
   iii. information was obtained under a promise of confidentiality other than a promise from the provider and disclosure would reveal the source of the information; or
   
   iv. Information reasonably likely to endanger the life or physical safety of any individual if disclosed.

6) **Harassment.** The agency reserves the right to reject repeated or harassing requests for access or correction. However, if the agency
denies a client’s request for access or correction, written documentation regarding the request and the reason for denial will be provided to the client. A copy of that documentation will also be included in the client record.

**Data Sharing**
At initial project intake, the client should receive verbal explanation and written documentation about utilization of the HMIS system for Saint Louis County Continuum of Care. If a client is willing to share information with HMIS, they must sign a Client Authorization form. Any information that will be shared, beyond what is covered by the Client Authorization for HMIS, will require additional written consents and release of information by the client.

The client does have the right to revoke written authorization at any time. Once the client has revoked their authorization, no new information may be utilized in HMIS but all historical data remains accessible by the provider.

All Partner Agencies are expected to uphold federal, state, and local confidentiality regulations to protect records and privacy. If an agency is covered by the Health Insurance Portability and Accountability Act (HIPPA), the HIPAA regulations prevail.

**Protected Agencies and Domestic Violence Agencies**
Protected agencies serve populations that require special security and privacy considerations. Populations include medically fragile, at-risk youth, and those served by Shelter+Care programs. Protected agencies contribute data to HMIS; however, the services provided by the agencies remain hidden beyond basic identification of clients.

Domestic violence agencies are prohibited from entering data into the HMIS. If domestic violence agencies receive CoC or ESG funding, they are required to have a comparable database, and the HMIS lead will work with agencies to ensure the databases meet standards. Agencies are required to report aggregate data for reporting purposes.

**HMIS Data Release Policy and Procedures**

**Client-Level Data:**
HMIS Users may access client-level data for their specified project only after completing appropriate client authorization. Client authorization is good for up to one year. After one year, only historical record information will be available for the project unless an updated client authorization is filed.

Client-level data may also be viewed by only the HMIS Lead and HMIS Vendor for purposes of compliance, software correction, data quality resolution, and other required tasks related to HMIS privacy, security, and data quality standards.

No identifiable client data are to be released to any person, agency or organization without written consent by the client, unless otherwise required by law.
Mandated Reporting
Mandatory reporters should comply with state guidelines for reporters. This obligation supersedes any agency policies that prohibit disclosure of identifying information.

Court-Ordered Subpoenas
There are many situations in which police or other government officials request information from shelters and other service providers. If an HMIS Partner Agency is served with a Subpoena for records, the agency must immediately contact the HMIS Lead and the Chair of the Executive Board of the Saint Louis County Continuum of Care. Once it is established the exact information requested in the subpoena, the Partner Agency and HMIS Lead will work in collaboration to gather the appropriate documentation. Due to the fact HMIS Partner Agencies have data sharing, it is vital to work with the HMIS Lead to only provide information from the listed Partner Agency requested in the subpoena.

Program-Level (aggregate) Data:
The HMIS Lead will supply the CoC Executive Committee a report analyzing program-level data on a quarterly basis. These quarterly reports will be utilized to help inform systematic practice for the Continuum of Care.

Agencies will be able to request access to aggregate-level data. The HMIS Agency Administrator will make requests through the HMIS Lead, who will outline appropriate use and dissemination of aggregated data. Training and support will be made available through the HMIS Lead. No individually identifiable client data will be reported in any of these reports.

Data Entry Policy: Agency/HMIS users will be responsible for the accuracy of their data entry. Missing data rates are expected to be kept below 10%. **For housing programs, client entry and exit dates are expected to be recorded in a timely manner. Client entry dates are required to be entered with 24 hours of a client moving into housing. Client exit dates must be entered within 48 hours of the Client leaving housing.**

Procedure: The Agency must maintain standards for periodically checking data for completeness, accuracy and timeliness. The CoC will also define and maintain a data quality plan to help all Agencies monitor data quality. The Systems Administrator will perform regular data quality checks using the Data Quality Plan. Any patterns of error will be reported to the Agency Administrator. When patterns of error have been discovered, users will be required to correct the data, data entry processes (if applicable) and will be monitored for compliance.
X. **HMIS Data Quality Plan**

It is ultimately the responsibility of the Saint Louis County Continuum of Care Executive Committee and HMIS Lead to ensure quality data is submitted to HUD. In an effort to direct service provisions in an effective and efficient manner and assist the Saint Louis County CoC in obtaining strategic goals, the HMIS Lead is responsible for setting Data Quality benchmarks and a Data Quality Plan (as approved by the Saint Louis County CoC).

HMIS Data Quality reviews of client-level data will be used by the HMIS Lead to monitor data quality and indicate possible additional trainings needed for improvement. HMIS Data Quality reviews of program-level data will be used by the HMIS Lead to report continuum-wide improvement suggestions, and recommendations for integrations with other mainstream and Federal Programming data. Program-level data quality may also be used by various Saint Louis Continuum of Care committees for system analysis and evaluations.

**Data Quality Standards and Monitoring**

- All data entered will be accurate
- In all reports of shelter, housing or services provided for a client, the client must be eligible to receive the services from the listed provider
- Universal data elements at minimum must be entered into the HMIS system within 24 hours of entry into a project and complete appropriate discharge within 48 hours of exit from a project.
- Per HUD data standards, blank entries in required data fields are not allowed.
- Entries of “client does not know” or “client refused” in required data fields will not exceed 10 percent required for CoC reporting.
- HMIS Agency Administrators will perform monthly data quality checks using the Data Quality Plan.
- Any patterns of errors identified by users will be reported to the HMIS Agency Administrator. When patterns of error have been discovered, users will be required to correct the data, data entry processes (if applicable) and will be monitored for compliance.
- Any pattern of error between Partner Agencies should be reported to the HMIS Lead

**Data Collection Requirements**

Partner Agencies are responsible for completing, at minimum, the HUD defined Universal Data Elements (UDE’s) and any HUD Program-specific Data Elements required for the agency’s project. Partner Agencies may also be required to collect data elements determined by the HMIS Advisory Committee as vital. Partner Agencies will do their due diligence to collect and verify client information upon client initial program enrollment or as soon as possible. Any information collected by the Partner Agency must be documented into HMIS within 24 hours of entry into a project and complete appropriate discharge within 48 hours of exit from a project.
Data Quality Training Requirements
In order for the HMIS system to be a benefit to clients, a tool for Partner Agencies and a guide for planners, all users must be adequately trained to collect, enter, and extract data. The HMIS Lead will be responsible for developing an annual training schedule. The annual training schedule must include various types and levels of training- for HMIS Agency Administrators, beginning users and advanced users. Trainings can be offered either directly or through HMIS Lead approved, contracted trainers.

End-User Initial Training
All HMIS Users must complete approved training before being given access to HMIS. Users should be trained on: user of HMIS software and the confidentiality/security requirements of the Privacy Notice. As part of the training, each employee and volunteer of your agency who collects, reads, or is otherwise exposed to client information must be given a copy of the full Privacy Notice, be allowed to read it, then must sign the Acknowledgment enclosed in this manual as Appendix C to confirm they have read and understood the policy.

It is encouraged that all HMIS Users also receive agency-specific training in order to fulfill Partner Agency expectations for entering data.

Ongoing Training
In order to remain current on HUD standards and local continuum expectations, all HMIS users are required to complete annual training and training on all HMIS software updates. These ongoing trainings can be in the form of: attendance to User Group meetings, HMIS Lead approved online/in-person trainings, and individualized meeting with HMIS Lead representatives. The HMIS Lead and HMIS Agency Administrators will communicate training opportunities to users.

Annual reviews for data quality, security and privacy standards compliance will be conducted to ensure agencies are meeting requirements. The HMIS Lead will work with HMIS Agency Administrators to schedule annual site-visits to ensure compliance across the Saint Louis County CoC.
Appendix A: Short Version of Privacy Policy

Homeless Management Information System

Summary of Privacy Notice

Introduction. HMIS is a computer system for data collection that was created to meet a requirement for the United States Congress. This requirement was passed in order to get a more accurate count for individuals and families who are homeless and to identify the need for various services. Many agencies use this system and share information.

Information in the HMIS System about you that we may share includes:
1) Basic identifying demographic data (name, address, phone number, date of birth).
2) The nature of your situation.
3) Services and referrals you receive from our agency.

Our ability to assist you depends on having certain personal identifying information. If you choose not to share the information we request, we reserve the right to decline services as doing so could jeopardize our status as a service provider. We assume that, by requesting services from our agency, you agree to allow us to collect information and to use or disclose it as described in this notice and otherwise as allowed or required by law.

Your personal data will be used only by this agency or others to which you are referred for services.

Confidentiality Rights: Maintaining the privacy and safety of those using our services is very important to us. This agency follows all confidentiality regulations and also has its own confidentiality policy.

Your Information Rights: As a client, you have the following rights:
1) Access to your record at your request.
2) Request a correction of your record.
3) File a grievance if you feel that you have been unjustly served, put at personal risk, harmed, or your personal information was not handled correctly.

When Information Is Disclosed: The full Privacy Notice sets forth situations when your personal information might be disclosed.

Benefits of HMIS and Agency Information Sharing: Allowing us to share your real name results in a more accurate count of individuals and services used. A more accurate count is important because it can help us and other agencies to meet the needs of our clients, such as:
1) Better identify and coordinate client need for services and to demonstrate types of assistance needed in our area.
2) Obtain additional funding and resources to provide services.
3) Plan and deliver quality services to you and your family.
4) Assist the agency to improve its work.
5) Keep required statistics for state and federal funders.
6) Promote coordination of services so your needs are better met.
7) Make referrals easier by reducing paperwork.
8) Avoid having to report as much information to get assistance from other agencies.
You may keep this summary of the policy. A copy of the full privacy notice is available upon request.

Appendix C: Employee Acknowledgment

_____________________________________________________
Agency Name

Employee Acknowledgment of Privacy Notice

I, ________________________________, hereby acknowledge that I have received, read and pledge to comply with the Homeless Management Information System Privacy Notice.

__________________________  ____________________________
Date                      Name
Appendix A: Full Privacy Policy (sample)

Homeless Management Information System
Privacy and Security Notice

A written copy of this policy is available by request.

I. Purpose

This notice describes the privacy policy of Municipal Information Systems, Inc. The policy may be amended at any time. We may use or disclose your information to provide you with services and comply with legal and other obligations. We assume that, by requesting services from our agency, you agree to allow us to collect information and to use or disclose it as described in this notice and as otherwise required by law.

The Homeless Management Information System (HMIS) was developed to meet a data collection requirement made by the United States Congress and the Department of Housing and Urban Development (HUD). Congress passed this requirement in order to get a more accurate count of individuals who are homeless and to identify the need for and use of different services by those individuals and families. We are collecting statistical information on those who use our services and report this information to a central data collection system.

In addition, many agencies in this area use HMIS to keep computerized case records. This information may be provided to other HMIS participating agencies. The information you may agree to allow us to collect and share includes: basic identifying demographic data, such as name, address, phone number and birth date; the nature of your situation and the services and referrals you receive from this agency. This information is known as your Protected Personal Information or PPI.

Generally, all personal information we maintain is covered by this policy. Generally, your personal information will only be used by this agency and other agencies to which you are referred for services.

Information shared with other HMIS agencies helps us to better serve our clients, to coordinate client services, and to better understand the number of individuals who need services from more than one agency. This may help us to meet your needs and the needs of others in our community by allowing us to develop new and more efficient programs. Sharing information can also help us to make referrals more easily and may reduce the amount of paperwork.

Maintaining the privacy and safety of those using our services is very important to us. Information gathered about you is personal and private. We collect information only when appropriate to provide services, manage our organization, or as required by law.
II. Confidentiality Rights

This agency has a confidential policy that has been approved by its Board of Directors. This policy follows all HUD confidentiality regulations that are applicable to this agency, including those covering programs that receive HUD funding for homeless services. Separate rules apply for HIPPA privacy and security regulations regarding medical records.

This agency will use and disclose personal information from HMIS only in the following circumstances:

9) To provide or coordinate services to an individual.
10) For functions related to payment or reimbursement for services.
11) To carry out administrative functions including, but not limited to legal, audit, personnel, planning, oversight or management functions.
12) Databases used for research, where all identifying information has been removed.
13) Contractual research where privacy conditions are met.
14) Where a disclosure is required by law and disclosure complies with and is limited to the requirements of the law. Instances where this might occur are during a medical emergency, to report a crime against staff of the agency or a crime on agency premises, or to avert a serious threat to health or safety, including a person’s attempt to harm himself or herself.
15) To comply with government reporting obligations.
16) In connection with a court order, warrant, subpoena or other court proceeding requiring disclosure.

III. Client rights:

Any client receiving services from your agency has the following rights:

7) **Access to his/her record.** A client has the right to review his or her record in the HMIS. He or she may request review of the record within five working days.
8) **Correction of an HMIS record.** A client has the right to request that his or her HMIS record is correct so that information is accurate. This ensures fairness in its use.
9) **Refusal.** Your agency’s ability to assist a client depends on the documentation of certain personal identifying information. You may decline to provide services to a client who refuses to provide this data.
10) **Agency’s Right to Refuse Inspection of an Individual Record.** You may deny a client the right to inspect or copy his or her personal information for the following reasons:

    b. information is compiled in reasonable anticipation of litigation or comparable proceedings;
c. information about another individual other than the agency staff would be disclosed;
d. information was obtained under a promise of confidentiality other than a promise from this provider and disclosure would reveal the source of the information; or
e. Information reasonably likely to endanger the life or physical safety of any individual if disclosed.

11) Harassment. The agency reserves the right to reject repeated or harassing requests for access or correction. However, if the agency denies your request for access or correction, you will be provided written documentation regarding your request and the reason for denial. A copy of that documentation will also be included in your client record.

12) Grievance. You have the right to be heard if you feel that your confidentiality rights have been violated, if you have been denied access to your personal records, or if you have been put at personal risk, or harmed. Our agency has established a formal grievance process for you to use in such a circumstance. To file a complaint or grievance you should contact our Chief Privacy Officer.

IV. HOW YOUR INFORMATION WILL BE KEPT SECURE:

Protecting the safety and privacy of individuals receiving services and the confidentiality of their records is of paramount importance to us. Through training, policies, procedures and software, we have taken the following steps to make sure your information is kept safe and secure:

1) The computer program we use has the highest degree of security protection available.
2) Only trained and authorized individuals will enter or view your personal information.
3) Your name and other identifying information will not be contained in HMIS reports that are issued to local, state or national agencies.
4) Employees receive training in privacy protection and agree to follow strict confidentiality standards before using the system.
5) The server/database/software only allows individuals access to the information. Only those who should see certain information will be allowed to see that information.
6) The server/database will communicate using 128-bit encryption—an Internet technology intended to keep information private while it is transported back and forth across the Internet. Furthermore, identifying data stored on the server is also encrypted or coded so that it cannot be recognized.
7) The server/database exists behind a firewall, which is a program designed to keep hackers and viruses away from the server.
8) The main database will be kept physically secure, meaning only authorized personnel will have access to the server/database.
9) System Administrators employed by the HMIS and the agency support the operation of the database. Administration of the database is governed by agreements that limit the use of personal information to providing administrative support and generating reports using aggregated information. These agreements further insure the confidentiality of your personal information.

V. BENEFITS OF HMIS AND AGENCY INFORMATION SHARING:

Information you provide us can play an important role in our ability and the ability of other agencies to continue to provide the services that you and others in the community are requesting.

Allowing us to share your name results in a more accurate count of individuals and the services they use. Obtaining an accurate count is important because it can help us and other agencies:
1) Better demonstrate the need for services and the specific types of assistance needed in our area.
2) Obtain more money and other resources to provide services.
3) Plan and deliver quality services to you and your family.
4) Assist the agency to improve its work with families and individuals who are homeless.
5) Keep required statistics for state and federal funders, such as HUD.

VI. COMPLIANCE WITH OTHER LAWS

This agency complies with all other federal, state and local laws regarding privacy rights. Consult with an attorney if you have questions regarding these rights.

VII. PRIVACY NOTICE AMENDMENTS:

The policies covered under this Privacy Notice may be amended over time and those amendments may affect information obtained by the agency before the date of the change. All amendments to the Privacy Notice must be consistent with the requirements of the Federal Standards that protect the privacy of consumers and guide HMIS implementation and operation.

Appendix D: Sign for Intake Desks
Notice to Public

We collect personal information directly from you for reasons that are discussed in our privacy statement. We may be required to collect some personal information by law or by organizations that give us money to operate this program. Other personal information that we collect is important to run our programs, to improve services for homeless persons, and to better understand the needs of homeless persons. We only collect information that we consider to be appropriate. You may request a copy of our full Privacy Notice.
We collect personal information from you to:

1) Better understand your needs
2) Improve our services
3) Comply with federal, state & local laws
4) Provide reports for our funders

We only ask for information we truly need - nothing more.

Want more details? Ask to see our Privacy Statement.
Applicant/Recipient Disclosure/Update Report

Instructions: (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information

1. Applicant/Recipient Name, Address, and Phone (include area code):
   St. Louis County Government
   9666 Olive Blvd, Suite 510
   St. Louis, MO 63132
   (314) 615 - 4425

2. Social Security Number or Employer ID Number:
   43-6003242

3. HUD Program Name
   St. Louis County Continuum of Care

4. Amount of HUD Assistance Requested/Received

5. State the name and location (street address, city and state) of the project or activity:

<table>
<thead>
<tr>
<th>Part I</th>
<th>Threshold Determinations</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).</td>
<td>Yes ☑ No ☐</td>
</tr>
</tbody>
</table>

If you answered "No" to either question 1 or 2, Stop! You do not need to complete the remainder of this form. However, you must sign the certification at the end of the report.

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<tr>
<th>Part II</th>
<th>Other Government Assistance Provided or Requested / Expected Sources and Use of Funds</th>
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<tbody>
<tr>
<td>Department/State/Local Agency Name and Address</td>
<td>Type of Assistance</td>
</tr>
<tr>
<td>Not Applicable</td>
<td></td>
</tr>
</tbody>
</table>

(Note: Use Additional pages if necessary.)

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<tr>
<th>Part III</th>
<th>Interested Parties</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity</td>
<td></td>
</tr>
<tr>
<td>2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds $50,000 or 10 percent of the assistance (whichever is lower).</td>
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</tr>
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</table>

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)

<table>
<thead>
<tr>
<th>Name</th>
<th>Social Security No. or Employee ID No.</th>
<th>Type of Participation in Project/Activity</th>
<th>Financial Interest in Project/Activity (S and %)</th>
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</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Note: Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed $10,000 for each violation.

I certify that this information is true and complete.

Signature: [Signature]

Date: (mm/dd/yyyy)

9/9/2016
Part I Threshold Determinations
1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).  
   ✔ Yes    ☐ No.

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of $200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9  
   ✔ Yes    ☐ No.

If you answered “No” to either question 1 or 2, Stop! You do not need to complete the remainder of this form. However, you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.
Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

<table>
<thead>
<tr>
<th>Department/State/Local Agency Name and Address</th>
<th>Type of Assistance</th>
<th>Amount Requested/Provided</th>
<th>Expected Uses of the Funds</th>
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<tbody>
<tr>
<td>Not Applicable</td>
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<td></td>
<td></td>
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</tbody>
</table>

(Note: Use Additional pages if necessary.)

Part III Interested Parties. You must disclose:
1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds $50,000 or 10 percent of the assistance (whichever is lower).

<table>
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<tr>
<th>Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)</th>
<th>Social Security No. or Employee ID No.</th>
<th>Type of Participation in Project/Activity</th>
<th>Financial Interest in Project/Activity ($ and %)</th>
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</thead>
<tbody>
<tr>
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Certification
Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed $10,000 for each violation.

I certify that this information is true and complete.

Signature: [Signature]  
Date: (mm/dd/yyyy)  
9/9/2016
In the planning, development, and implementation of a Coordinated Entry system, the CoC has adopted the guidelines provided in CPD Notice CPD-14-012 issued on July 28, 2014.

This includes, but is not limited to –

- Increasing the number of CoC Program-funded Permanent Supportive Housing (PSH) beds that are dedicated to persons experiencing chronic homelessness
- Prioritizing non-dedicated PSH beds for use by persons experiencing chronic homelessness
- Implementing HUD’s recommended order of priority for selecting participants in CoC Program-funded PSH:
  - In PSH beds dedicated to or prioritized for occupancy by persons experiencing chronic homelessness –
    - First Priority – Chronically Homeless Individuals and Families with the Longest History of Homelessness and with the Most Severe Service Needs
    - Second Priority – Chronically Homeless Individuals and Families with the Longest History of Homelessness
    - Third Priority – Chronically Homeless Individuals and Families with the Most Severe Service Needs
    - Fourth Priority – All Other Chronically Homeless Individuals and Families
  - In PSH beds NOT dedicated to or prioritized for persons experiencing chronic homelessness, –
    - Offer beds to chronically homeless individuals and families first, then offer to those most at-risk of becoming chronically homeless
      - First Priority – Homeless Individuals and Families with a Disability with the Most Severe Service Needs
      - Second Priority – Homeless Individuals and Families with a Disability with a Long Period of Continuous or Episodic Homelessness
      - Third Priority – Homeless Individuals and Families with Disability Coming from Places Not Meant for Human Habitation, Safe Havens, or Emergency Shelters
      - Fourth Priority – Homeless Individuals and Families with a Disability Coming from Transitional Housing
• Using a coordinated assessment and standardized assessment tool or process to determine eligibility and establish a prioritized waitlist

• Maintaining documentation of chronic homeless status of program participants in CoC-Program funded PSH including –
  
  o Evidence of homeless stats
  o Evidence that homeless occasion was continuous for at least one year OR that at least four separate homeless episodes over three years
  o Evidence of diagnosis with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability, post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability

Approved by the Executive Board of the St. Louis County CoC this 12th day of September, 2016.

Signed,

Jennifer Heggenmann, CoC Chair
Reporting Status for MO-500 - St. Louis County CoC

Reporting Period: 2016 (10/1/2014 - 9/30/2015)

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<td>Pamela Neal</td>
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Reporting Status for MO-500 - St. Louis County CoC

Click here to update your account information

Housing Inventory Counts
Status: Submitted
- Date of Inventory Count: 1/28/2016
- Total Organizations: 14
- Total Projects: 26
- Total Year-Round Beds: 823
- Total Sheltered PIT: 823
- Utilization Rate: 100%
- Updated By: Stephanie Mills
- Updated On: 7/26/2016
- Report Due: 5/2/2016
- Errors: 0
- Warnings: 0

Point-in-Time Counts
Status: Submitted
- Date of Count: 1/28/2016
- Total Persons: 417
- Total Households: 288
- Sheltered Populations (most recent count)
- Total Persons: 48
- Total Households: 45
- Report Due: 5/2/2016
- Errors: 0
- Warnings: 0

AHAR²
- Final Data Due: 12/23/15
- Errors: 1
- Warnings: 11

(MO) St. Louis County All Persons
- ES-FAM
- ES-IND
- TH-FAM
- TH-IND
- PSH-FAM
- PSH-IND
- Summary
- 100%

(MO) St. Louis County Veterans
- ES-FAM
- ES-IND
- TH-FAM
- TH-IND
- PSH-FAM
- PSH-IND
- Summary
- 100%

AHAR² Legend:
- ✓ Activated
- / Not Started
- In Progress
- In Review
- Complete
- Confirmed

Help
1 This number includes PSH clients
2 Legend

Deadline for Submittal of the System Performance Measures is 7:59:59 PM EST

Extended Deadline - Monday, August 15, 2016:

Developed under contract with the U.S. Department of Housing and Urban Development:
Technical Support


8/12/2016
**Applicant/Recipient Disclosure/Update Report**

**Instructions.** (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

### Applicant/Recipient Information

- **1. Applicant/Recipient Name, Address, and Phone (include area code):**
  St. Louis County Government  
  9666 Olive Blvd, Suite 510  
  St. Louis, MO 63132  
  (314) 615-4425

- **2. Social Security Number or Employer ID Number:**
  43-6003242

- **3. HUD Program Name:**
  St. Louis County Continuum of Care

- **4. Amount of HUD Assistance Requested/Received**

- **5. State the name and location (street address, City and State) of the project or activity:**
  Epworth Children and Family Services, 110 N Elm, St. Louis, MO 63119

### Part I Threshold Determinations

1. **Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).**
   - Yes [ ]
   - No [ ]

2. **Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of $200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9**
   - Yes [ ]
   - No [ ]

If you answered “No” to either question 1 or 2, *Stop!* You do not need to complete the remainder of this form. *However,* you must sign the certification at the end of the report.

### Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

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(Note: Use Additional pages if necessary.)

### Part III Interested Parties

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds $50,000 or 10 percent of the assistance (whichever is lower).

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(Note: Use Additional pages if necessary.)

### Certification

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I certify that this information is true and complete.

Signature: [Signature]  
Date: [mm/dd/yyyy]   
9/9/2016
### Applicant/Recipient Disclosure/Update Report

**Instructions.** (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

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<td>Employment Connection-Project Homecoming, 2838 Market Street, St. Louis, MO 63103</td>
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#### Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).  
   - [✓] Yes  
   - [ ] No

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of $200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9  
   - [✓] Yes  
   - [ ] No

If you answered "No" to either question 1 or 2, stop! You do not need to complete the remainder of this form. However, you must sign the certification at the end of the report.

#### Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

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I certify that this information is true and complete.

**Signature:** [Signature]  
**Date:** [9/4/2016]
Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing and Urban Development

OMB Approval No. 2510-0011 (exp. 11/30/2018)

Instructions. (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information

Indicate whether this is an Initial Report ☑ or an Update Report ☐

1. Applicant/Recipient Name, Address, and Phone (include area code):
   St. Louis County Government
   9666 Olive Blvd, Suite 510  St. Louis, MO 63132
   (314) 615 - 4425

2. Social Security Number or Employer ID Number:
   43-6003242

3. HUD Program Name
   St. Louis County Continuum of Care

4. Amount of HUD Assistance Requested/Received

5. State the name and location (street address, City and State) of the project or activity:
   The Salvation Army Midland Division-Homes of Hope, 1130 Hampton Avenue, St. Louis, MO 63109

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).
   ☑ Yes  ☐ No

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of $200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9
   ☑ Yes  ☐ No

If you answered “No” to either question 1 or 2, Stop! You do not need to complete the remainder of this form.

However, you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address

Type of Assistance

Amount Requested/Provided

Expected Uses of the Funds

Not Applicable

(Note: Use Additional pages if necessary.)

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Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)

Social Security No.

Type of Participation in Project/Activity

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Not Applicable

(Note: Use Additional pages if necessary.)

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I certify that this information is true and complete.

Signature: [Signature]

Date: (mm/dd/yyyy)

9/9/2016

Form HUD-2880 (3/13)
**Applicant/Recipient Disclosure/Update Report**

**Instructions:** (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

---

### Applicant/Recipient Information

1. Applicant/Recipient Name, Address, and Phone (include area code):
   - St. Louis County Government
   - 9666 Olive Blvd, Suite 510  St. Louis, MO 63132
   - (314) 615 - 4425

2. Social Security Number or Employer ID Number:
   - 43-6003242

3. HUD Program Name
   - St. Louis County Continuum of Care

4. Amount of HUD Assistance Requested/Received

5. State the name and location (street address, City and State) of the project or activity:
   - Places for People, 4130 Lindell Blvd, St. Louis, MO 63108

---

### Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).
   - Yes [ ]
   - No [ ]

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in excess of $200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9
   - Yes [ ]
   - No [ ]

---

If you answered "No" to either question 1 or 2, **Stop**! You do not need to complete the remainder of this form. **However**, you must sign the certification at the end of the report.

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### Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds

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I certify that this information is true and complete.

**Signature:** [Signature]

**Date:** (mm/dd/yyyy)

**X**

---

Form HUD-2880 (3/13)
**Applicant/Recipient Disclosure/Update Report**

**U.S. Department of Housing and Urban Development**

**Instructions.** (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

### Applicant/Recipient Information

1. **Applicant/Recipient Name, Address, and Phone (include area code):**
   - St. Louis County Government
   - 9666 Olive Blvd, Suite 510
   - St. Louis, MO 63132
   - (314) 615 - 4425

2. **Social Security Number or Employer ID Number:**
   - 43-6003242

3. **HUD Program Name:**
   - St. Louis County Continuum of Care

4. **Amount of HUD Assistance Requested/Received**

5. **State the name and location (street address, City and State) of the project or activity:**
   - Youth In Need, 1815 Boone's Lick Road, St. Charles, MO 63301

---

**Part I Threshold Determinations**

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).

   - **Yes**
   - **No**

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of $200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9

   - **Yes**
   - **No**

If you answered "No" to either question 1 or 2, Stop! You do not need to complete the remainder of this form. **However,** you must sign the certification at the end of the report.

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**Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.**

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I certify that this information is true and complete.

**Signature:**

**Date:** (mm/dd/yyyy)

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Form HUD-2880 (3/13)
**Applicant/Recipient Disclosure/Update Report**

**U.S. Department of Housing and Urban Development**

OMB Approval No. 2510-0011 (exp. 11/30/2018)

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**Part I Threshold Determinations**

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).

   Yes [x] No □

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of $200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9

   Yes [x] No □

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form.

**Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.**

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**Department/State/Local Agency Name and Address**

**Type of Assistance**

**Amount Requested/Provided**

**Expected Uses of the Funds**

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*Form HUD-2880 (3/13)*
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   (314) 615 - 4425

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   - [ ] No.

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I certify that this information is true and complete.

**Signature**: 

X

**Date**: (mm/dd/yyyy) 

9/9/2016
Applicant/Recipient Disclosure/Update Report

Instructions. (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information

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4. Amount of HUD Assistance Requested/Received

5. State the name and location (street address, city and state) of the project or activity:
   Department of Mental Health SZF, 1706 E Elm Street, Jefferson City, MO 65102

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).
   ✔ Yes  ☐ No

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Part III Interested Parties. You must disclose:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds $50,000 or 10 percent of the assistance (whichever is lower).

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Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed $10,000 for each violation.

I certify that this information is true and complete.

Signature: [Signature]

Date: 9/9/2016

Form HUD-2880 (3/13)
Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing and Urban Development

OMB Approval No. 2510-0011 (exp. 11/30/2018)

Instructions. (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information

Indicate whether this is an Initial Report ✓ or an Update Report ☐

1. Applicant/Recipient Name, Address, and Phone (include area code):
   St. Louis County Government
   9666 Olive Blvd, Suite 510   St. Louis, MO 63132
   (314) 615 - 4425

2. Social Security Number or Employer ID Number: 43-6003242

3. HUD Program Name: St. Louis County Continuum of Care

4. Amount of HUD Assistance Requested/Received

5. State the name and location (street address, City and State) of the project or activity:
   Department of Mental Health SZQ, 1706 E Elm Street, Jefferson City, MO 65102

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).
   ✓ Yes ☐ No

If you answered “No” to either question 1 or 2, Stop! You do not need to complete the remainder of this form. However, you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

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   ☑ Yes ☐ No

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of $200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9
   ☑ Yes ☐ No.

If you answered "No" to either question 1 or 2, Stop! You do not need to complete the remainder of this form. However, you must sign the certification at the end of the report.

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Signature: [Signature]

Date: [Date: mm/dd/yyyy]

[Signature]

Form HUD-2880 (3/13)