



Friday, January 22, 2020

10:00 AM - 12:00 PM

GoToMeeting

Link: [www.suburbancook.org/calendar/](http://www.suburbancook.org/calendar/)

## AGENDA

- |             |  |                    |
|-------------|--|--------------------|
| <b>I.</b>   | <b>Welcome</b>   | <b>10:00-10:10</b> |
| <b>II.</b>  | <b>Meeting Focus – <i>Sonia Ivanov</i></b>                               | <b>10:10-10:15</b> |
| <b>III.</b> | <b>Approvals</b>   | <b>10:15-10:20</b> |
|             | <b>A.</b> Board Minutes  |                    |
|             | <b>B.</b> Monthly Financial Statements                                   |                    |
|             | <b>C.</b> All Committee & Local Council Written Reports                  |                    |
| <b>IV.</b>  | <b>Discussion &amp; Decision-Making by Topic</b>                         | <b>10:20-10:40</b> |
|             | <b>A.</b> 2021 Organizational Budget – <i>Jennifer &amp; Bryan</i>       |                    |
|             | <b>B.</b> 2021 Legislative Priorities – <i>Katie &amp; Advocacy Team</i> |                    |
|             | <b>C.</b> Governance Committee Proposal – <i>Granada &amp; Katie</i>     |                    |
| <b>V.</b>   | <b>Focus Areas – <i>Alliance staff/Committee Chairs</i></b>              | <b>10:40-11:25</b> |
|             | <b>A.</b> Coordinated Entry Evaluation Intro – <i>Susie</i>              |                    |
|             | <b>B.</b> COVID-19 Vaccine Planning - <i>Katie</i>                       |                    |
| <b>VI.</b>  | <b>Announcements/Updates - All</b>                                       | <b>11:25-12:00</b> |
|             | <b>A.</b> Updates from COVID Relief Package (NOFA, ERA) - <i>Kurt</i>    |                    |
|             | <b>B.</b> Other Updates/Announcements – <i>All</i>                       |                    |
| <b>VII.</b> | <b>Adjournment</b>   |                    |

The next Board of Directors meeting is scheduled for Friday, February 26, 2021, 10:00-12:00 and will be held as a GoToMeeting.



**VIII. Advance Board Packet Contents:**

1. Agenda
2. Board Minutes & Attendance
3. Monthly Financial Statements
4. Budget Executive Summary
5. 2021 Budget
6. 2021 Legislative Priorities
7. January Governance Committee Minutes
8. Coordinated Entry Evaluation 2021
9. All Other Committee Reports (In order of Chart)

**Committee Reports**

Minutes must be submitted to Sharon King ([sharon@suburbancook.org](mailto:sharon@suburbancook.org)) by noon on the Monday before the Board meeting.

Committee	Report Received	Action Requested?
Executive Committee	Yes	No
Finance Committee	Yes	Yes
Governance Committee	Yes	Yes
HMIS Committee	No	
Plan Committee	Yes	No
Resource Development Committee	Yes	No
<i>Submitting minutes from Teams and Councils is optional, however submitting minutes is required when Board action is requested.</i>		
Advocacy Team	Yes	Yes
Built for Zero Team	Yes	
Coordinated Entry Committee	Yes	
Outreach Team		
Prevention Team	Yes	No
Project Prioritization Team	Yes	No
Youth Team		
North, West and South Councils		



## Alliance to End Homelessness

December 23, 2020

Board Minutes

Via Webinar/Conference Call

- I. Sonia called the meeting to order at 10:00 AM
- II. **Meeting Focus:** Sonia gave an overview of the meeting topics.
- III. **Approvals:**
  - A. Sonia asked for a motion to approve the minutes for September board meeting. Motion was made by Dennis, seconded by Troy. Motion carried with the following corrections. Chris O'Hara was marked absent for November and the record will be changed to reflect that he was present.
  - B. **Monthly Financial Statements:** Current cash on hand is \$247,909.12. As of November, we had little over \$63,000 surplus which brings the year-to-date surplus to close to \$98,000
  - C. Sonia reported that all committee and local council reports are included in the meeting Packet and requested board members to read it.
- IV. **Discussion & Decision Making**
  - A. 2021 Organizational Budget  
Per Bryan, the organization has had a tremendous growth in the last 2 to 3 years and it is to stop growing and be stable. The 2021 budget will be ready for approval at the January board meeting. The finance committee also discussed the chart of accounts which he reported needs to be revised starting in January. The accounting system will be upgraded to be easier to read and produce grant-specific reports more easily. Question was asked if we needed a continuing budget resolution for a month until the 2021 budget was approved and Jennifer answered no to that question.
- V. **Focus Areas**
  - A. Racial Equity Discussion Part 1 – Kurt reported that the plan committee met to discuss how to ensure an equitable response to homelessness which entails the following:
    - Equity in access to resources
    - Equity in distribution of resources
    - Equity in outcomesThe National Innovation Services Center for Housing and Justice Framework document guided the current discussion. These are some of the recommendations from the committee's discussion:
    - Implement a crisis response that ends the use of large congregate shelter and create safe, temporary bridge to permanent housing
    - Build, support, and fund dignity-based services
    - Develop affordable housing in the impacted communities
    - Divest from policing and invest the funds in housing and services to communities impacted by police brutality.The committee will continue this conversation in their future meetings.



- B. Update on CARES ACT & Shelter Planning-** Per Kurt, the plan committee met to discuss and allocate the remaining CARE ACT Funding. 23 million will be needed to accomplish their goals of keeping the hotel shelter going through the winter, RRH, HP staffing and resources, Call center operations and Street Outreach.

Cook County is finishing up their process of distributing their remaining 3.7 million CARES Funds. Alliance is involved in advocacy with other state partners regarding the 39 million in CDBG Funds. We are also waiting on the congress to approve HEROES ACT which also has 25 billion appropriated for folks in need.

**The** State has announced a 700 million funding cut from the fy21 budget but we are not yet sure which programs will be affected.

**Vaccination Prioritization** – Staff reported on the call with the Cook County department of public health regarding vaccination schedule, and providers are advocating for homeless participants and the staff working with them to be prioritized in the second group (Tier 1b) which will be critical workers and high risk groups. Bryan suggested that the one dose vaccine may be more appropriate for the homeless population than the two-dose kind.

VI. ANNOUNCEMENTS:

- A. Year End Giving and Challenge Grant- per Katie, the annual appeal letter went out in December. Jennifer also reported that the Alliance also received a \$20,000 challenge grant from the Circle of Service foundation.
- B. Unsheltered Count Waiver Approved- Katie reported that HUD approved our request for a waiver not to conduct the unsheltered count due to health reasons and our increased capacity to do street outreach.
- C. **Other Updates/Announcements-**  
AHAND had their annual legislative breakfast via zoom and it was well attended.  
Help Illinois Families website is still available for pre-applications for Utility assistance.

VII. **Adjournment:**

Meeting was adjourned at 11:30AM

**The next meeting is scheduled for Friday January 22, 2021 from 10am-12pm- Webinar**

Submitted by Millicent Ntiamoah- Board Secretary

December 18 2020 Board Members Present:

James	Barnett	Connections for the Homeless
Hugh	Brady	NAMI Barrington Area
Sharon	Cargile	Community Representative
Dennis	Condon <b>CBSA Co-Chair SSCH</b>	Community Representative
Bryan	Dunlap - <b>Treasurer</b>	Community Service Partners
Aaron	Eldridge	Supportive Housing Providers Assoc
Robin	Futrell	Bethel Family Resources
Jenny	Hansen	United Way Metropolitan Chicago
Sonia	<b>Ivanov - Chair</b>	Northwest Compass
John	McNabola	The Center of Concern
Khen	Nickele	Community Representative
Jamie	Noto	Youth Outreach Services
Millicent	Ntiamoah - <b>Secretary</b>	Catholic Charities
Chris	O'Hara	LEC/CASC
Troy	O'Quin - <b>Vice Chair</b>	Thornton Township
Tina	Rounds	BEDS Plus
Lynda	Schueler <b>Strategic Planning Chair</b>	Housing Forward
Sue	Shimon	Thresholds
Monica	Slavin	Housing Authority of Cook County
Abigail	Stone	AHAND North
Todd	Stull	Journeys   The Road Home
Christi	Wessel	Dist Dir for State Rep Michelle Mussman
Monique	Williams	Cornerstone Community Development Corp
Granada	Williams - <b>Past Chair</b>	CEDA
Carl	Wolf	Respond Now
David	Young	Housing Action Illinois

Board Members Absent:

Iris	Barrios	Village of Skokie
Christina	Diaz	Sarah's Inn
Luticia	Fiorito	WINGS Program
Carol	Gsell <b>CE Co-chair</b>	South Suburban Family Shelter-Sanctuary
Christine	Haley	Cook County Health
Hollis	Hutchins	WSCH
Taj'Reana	Reed	Youth Action Board
Paul	Selden	Community Representative
Kim	Stephens	Pillars Community Health
Kathryn	Straniero	Together We Cope
Kerry	Thomas	Hines VA Hospital
Sue	Wiemer	Turnstone Development

All Others Present:

Anne	Campbell	Connection 2 Illinois
Christina	Diaz	Sarah's Inn
Benjamin	Gembler	Heartland Alliance Health
Wilfred	Hegg	Connections of Illinois
Vince	Heneghan	Impact Behavioral
Sue	Loellbach	Connection
Evelyn	Mensah	AACF Works
May	Salman	Unkown
Kerry	Thomas	HINES VA
Carolyn	Back	Alliance to End Homelessness
Susie	Bohun	Alliance to End Homelessness
Jessica	Ellenwood	Alliance to End Homelessness
Charles	Fitzpatrick	Alliance to End Homelessness
Jennifer	Hill	Alliance to End Homelessness
Sharon	King	Alliance to End Homelessness
Erin	Matheny	Alliance to End Homelessness
M	Nelsen	Alliance to End Homelessness
Kathryn	Primas	Alliance to End Homelessness
Kurt	Runge	Alliance to End Homelessness
Katie	Spoden	Alliance to End Homelessness
Lynn	Suchwalko	Alliance to End Homelessness
Peggy	Troyer	Alliance to End Homelessness

Alliance Finance Committee

1/15/21

Attendance: Thomas Galassini, Bryan Dunlap, Sharon King, Charles Fitzpatrick, Chris O'Hara Robert Barg, Vince Heneghan and Jennifer Hill

A. Financials

a. Balance Sheet

- i. Cash \$112,027.75
- ii. Accounts Receivable (A/R) – \$657,575.70
- iii. Accounts Payable (A/P) – \$95,461.70
- iv. 0 On Credit Card

b. Income Statement

- i. Deficit for December 20 is \$(86,971.11). Our Year to Date surplus is \$126,051.69 – Staff are still making adjustments and won't have final numbers until next month. However, staff are confident that we will finish with a surplus.

c. Chart of Account – Update

- i. Presentation – Feb board meeting

d. FY 21 Budget

- i. Break even budget (small surplus)
- ii. A recommendation for the board to approve the FY 2021 budget as is was made by Robert Barg and second by Vince Heneghan. Motion was accepted.
- iii. The Committee discuss what would be presented to the board. Along with the FY 2021 budget an Executive Summary that highlights the following:
  - 1. Surplus/Deficit
  - 2. Total Revenue and Total Expenses
  - 3. Fundraising goals vs what is in the budget
  - 4. New Positions and justification for them
  - 5. Comment on Non-Growth year (stable budget)
  - 6. Salary increases

**Alliance to End Homelessness in Suburban Cook County**  
**Statement of Financial Position**  
As of December 31, 2020

1:51 PM  
01/14/2021  
Accrual Basis

	<u>Dec 31, 20</u>	<u>Dec 31, 19</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1030 · Fifth Third Bank	103,995.12	97,851.50	6,143.62
100 · Checking at Harris N. A.	4,149.08	185,745.73	-181,596.65
1020 · PayPal	3,883.55	1,972.88	1,910.67
<b>Total Checking/Savings</b>	<u>112,027.75</u>	<u>285,570.11</u>	<u>-173,542.36</u>
<b>Accounts Receivable</b>			
1100 · Accounts Receivable	657,575.70	436,990.73	220,584.97
<b>Total Accounts Receivable</b>	<u>657,575.70</u>	<u>436,990.73</u>	<u>220,584.97</u>
<b>Other Current Assets</b>			
1400 · Prepaid Expenses	9,532.48	14,886.16	-5,353.68
1440 · Security Deposit	2,200.00	2,200.00	0.00
<b>Total Other Current Assets</b>	<u>11,732.48</u>	<u>17,086.16</u>	<u>-5,353.68</u>
<b>Total Current Assets</b>	<u>781,335.93</u>	<u>739,647.00</u>	<u>41,688.93</u>
<b>Fixed Assets</b>			
1500 · Property and Equipment	71,179.35	71,179.35	0.00
1900 · Accum. Depreciation - Prop&Eq	-54,353.08	-54,353.08	0.00
<b>Total Fixed Assets</b>	<u>16,826.27</u>	<u>16,826.27</u>	<u>0.00</u>
<b>TOTAL ASSETS</b>	<u><b>798,162.20</b></u>	<u><b>756,473.27</b></u>	<u><b>41,688.93</b></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2000 · Accounts Payable	95,461.70	177,185.88	-81,724.18
<b>Total Accounts Payable</b>	<u>95,461.70</u>	<u>177,185.88</u>	<u>-81,724.18</u>
<b>Credit Cards</b>			
2020 · CitiBank	0.00	3,032.38	-3,032.38
<b>Total Credit Cards</b>	<u>0.00</u>	<u>3,032.38</u>	<u>-3,032.38</u>
<b>Other Current Liabilities</b>			
2455 · PPP Loan BMO Harris Bank	5,382.50	0.00	5,382.50
2460 · Accrued Expenses	0.00	8,914.00	-8,914.00
2300 · Payroll Liabilities	36,607.16	32,681.86	3,925.30
<b>Total Other Current Liabilities</b>	<u>41,989.66</u>	<u>41,595.86</u>	<u>393.80</u>
<b>Total Current Liabilities</b>	<u>137,451.36</u>	<u>221,814.12</u>	<u>-84,362.76</u>
<b>Total Liabilities</b>	<u>137,451.36</u>	<u>221,814.12</u>	<u>-84,362.76</u>
<b>Equity</b>			
3200 · Temporarily Restricted Fund Bal	67,461.18	107,834.55	-40,373.37
3300 · Unrestricted Net Asset	467,197.97	362,905.53	104,292.44
Net Income	126,051.69	63,919.07	62,132.62
<b>Total Equity</b>	<u>660,710.84</u>	<u>534,659.15</u>	<u>126,051.69</u>



TOTAL LIABILITIES & EQUITY

<u>Dec 31, 20</u>	<u>Dec 31, 19</u>	<u>\$ Change</u>
<u>798,162.20</u>	<u>756,473.27</u>	<u>41,688.93</u>

**Alliance to End Homelessness in Suburban Cook County**  
**Profit & Loss Budget vs. Actual**  
 January through December 2020

2:03 PM

01/14/2021

Accrual Basis

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
<b>4010 · Grant Income</b>			
<b>4113 · Grant Income - Cook County</b>			
<b>4113-13 · Ck County ESG CV Outreach/HMIS</b>			
313002 · Ck Cty ESG CV HMIS *20	24,819.13		
313001 · Ck Cty ESG CV Outreach *20	14,527.33		
<b>Total 4113-13 · Ck County ESG CV Outreach/HMIS</b>	<u>39,346.46</u>		
<b>4113-12 · Cook County CE ESG CC</b>			
3120001 · Cook County CE ESG CC D20-17	8,267.37	50,000.00	-41,732.63
<b>Total 4113-12 · Cook County CE ESG CC</b>	<u>8,267.37</u>	<u>50,000.00</u>	<u>-41,732.63</u>
<b>4113-11 · Cook County ESG for HMIS</b>			
3110001 · ESG *E20-01	55,000.00	55,000.00	0.00
<b>Total 4113-11 · Cook County ESG for HMIS</b>	<u>55,000.00</u>	<u>55,000.00</u>	<u>0.00</u>
<b>4113-10 · Cook County CDBG</b>			
310001 · CDBG *2002-002	18,155.11	15,000.00	3,155.11
<b>Total 4113-10 · Cook County CDBG</b>	<u>18,155.11</u>	<u>15,000.00</u>	<u>3,155.11</u>
<b>Total 4113 · Grant Income - Cook County</b>	<u>120,768.94</u>	<u>120,000.00</u>	<u>768.94</u>
<b>4112 · Grant Income - HUD</b>			
<b>4112-12 · CoC CE Domestic Violence</b>			
120003 · CoC CE DV Admin	1,294.83	8,950.00	-7,655.17
120002 · CoC Partners Dom Violence	0.00	74,500.00	-74,500.00
120001 · CoC Alliance CE Dom Violence	18,661.57	17,500.00	1,161.57
<b>Total 4112-12 · CoC CE Domestic Violence</b>	<u>19,956.40</u>	<u>100,950.00</u>	<u>-80,993.60</u>
<b>4112-11 · CoC Coordinated Entry SSO</b>			
1100003 · CoC Alliance CE Admin *20	5,866.49	3,969.00	1,897.49
1100002 · CoC Alliance CE Services *20	26,573.74	90,202.00	-63,628.26
1100001 · CoC CE Services SSO	320,895.49		
<b>Total 4112-11 · CoC Coordinated Entry SSO</b>	<u>353,335.72</u>	<u>94,171.00</u>	<u>259,164.72</u>
<b>4112-15 · CoC YHDP CE (Youth)</b>			
150001 · CoC YHDP CE *20	25,150.36		
<b>Total 4112-15 · CoC YHDP CE (Youth)</b>	<u>25,150.36</u>		
<b>4112-17 · CoC YHDP HMIS</b>			
170001 · CoC YHDP HMIS *20	21,042.12		
<b>Total 4112-17 · CoC YHDP HMIS</b>	<u>21,042.12</u>		
<b>Total 4112 · Grant Income - HUD</b>	<u>419,484.60</u>	<u>195,121.00</u>	<u>224,363.60</u>
<b>4010-77 · CoC Alliance CE Domestic Violence</b>	42,714.24		
<b>4010-99 · Cook County CE ESG</b>			
990001 · County ESG CC E19-01	189,127.25	150,000.00	39,127.25
<b>Total 4010-99 · Cook County CE ESG</b>	<u>189,127.25</u>	<u>150,000.00</u>	<u>39,127.25</u>
<b>4010-98 · CoC Alliance YHDP Grant</b>			
980001 · CoC YHDP Plan 2019 - 1	39,846.93	84,560.00	-44,713.07

	<b>Jan - Dec 20</b>	<b>Budget</b>	<b>\$ Over Budget</b>
<b>Total 4010-98 · CoC Alliance YHDP Grant</b>	39,846.93	84,560.00	-44,713.07
<b>4010-87 · Housing Forward</b>			
870020 · CoC CE Domestic Violence *19	51,691.45	61,668.00	-9,976.55
<b>Total 4010-87 · Housing Forward</b>	51,691.45	61,668.00	-9,976.55
<b>4010-15 · CDBG</b>			
150019 · CDBG *1902-027	34,559.23	34,559.00	0.23
<b>Total 4010-15 · CDBG</b>	34,559.23	34,559.00	0.23
<b>4010-45 · CoC Planning Grant</b>			
450021 · CoC Planning Grant *21	118,169.00	170,179.00	-52,010.00
460020 · CoC HF Planning Grant *20	0.00	42,730.00	-42,730.00
450020 · CoC Planning Grant *20	172,684.43	134,358.00	38,326.43
<b>Total 4010-45 · CoC Planning Grant</b>	290,853.43	347,267.00	-56,413.57
<b>4010-76 · CoC HMIS Alliance</b>			
750020 · CoC HMIS Admin *20	10,678.00	10,678.00	0.00
760021 · CoC HMIS Alliance *21	116,895.06	164,880.00	-47,984.94
750021 · CoC HMIS Admin *21	15,799.59	9,976.00	5,823.59
760020 · CoC HMIS Alliance *20	138,507.00	138,507.00	0.00
<b>Total 4010-76 · CoC HMIS Alliance</b>	281,879.65	324,041.00	-42,161.35
<b>4010-80 · EV HMIS AHF</b>			
800020 · EV HMIS AHF *20	0.00	20,500.00	-20,500.00
<b>Total 4010-80 · EV HMIS AHF</b>	0.00	20,500.00	-20,500.00
<b>4010-84 · CoC Coordinated Entry</b>			
840020 · CoC Alliance CE Services *19	94,275.72	0.00	94,275.72
860019 · CoC HF CE Admin *19	28,349.00	28,348.00	1.00
850019 · CoC Alliance CE Admin *19	27,040.78	27,041.00	-0.22
840019 · CoC HF CE Services *19	125,440.18	529,988.00	-404,547.82
4010-84 · CoC Coordinated Entry - Other	148.99		
<b>Total 4010-84 · CoC Coordinated Entry</b>	275,254.67	585,377.00	-310,122.33
<b>4010-92 · DuPage County HMIS</b>			
920020 · DuPage County HMIS *20	24,633.00	20,000.00	4,633.00
<b>Total 4010-92 · DuPage County HMIS</b>	24,633.00	20,000.00	4,633.00
<b>4010-95 · Village of Oak Park</b>			
950020 · ESG S19-1 Oak Park	6,527.00	6,527.00	0.00
<b>Total 4010-95 · Village of Oak Park</b>	6,527.00	6,527.00	0.00
<b>Total 4010 · Grant Income</b>	1,777,340.39	1,949,620.00	-172,279.61
<b>4011 · Donation Income</b>			
<b>4011-1 · Individual Giving</b>			
4011-19 · Combined Fed Campaign	1,055.54		
4011-1 · Individual Giving - Other	21,322.24	17,500.00	3,822.24
<b>Total 4011-1 · Individual Giving</b>	22,377.78	17,500.00	4,877.78
<b>4011-14 · Foundation &amp; Corporate Giving</b>			
4011-15 · Corporate Giving			
0002 · Accenture LLP Corp	25.00		
0001 · Housing Action Illinois	5,000.00		

	<b>Jan - Dec 20</b>	<b>Budget</b>	<b>\$ Over Budget</b>
4011-15 · Corporate Giving - Other	500.00	2,000.00	-1,500.00
<b>Total 4011-15 · Corporate Giving</b>	<b>5,525.00</b>	<b>2,000.00</b>	<b>3,525.00</b>
<b>4011-16 · Foundations</b>			
4011-48 · CSH - Corp for Supportive Housi	12,500.00		
4011-46 · United Way of Metro Chicago	175,000.00		
4011-32 · VNA Foundation	40,000.00		
4011-30 · Healthy Communities Foundation	27,500.00		
4011-26 · Oak Park River Forest Cmty Foun			
004 · Pane E Pesci COVID-19 2020	10,000.00		
003 · Pane E Pesci COVID-19 Relief	25,000.00		
<b>Total 4011-26 · Oak Park River Forest Cmty Foun</b>	<b>35,000.00</b>		
4011-17 · Chicago Community Trust	40,000.00		
4011-20 · Community Memorial Foundation	20,790.00		
4011-22 · Evanston Community Foundation			
02 · Evanston - CE Responsive Grant	3,750.00		
<b>Total 4011-22 · Evanston Community Foundation</b>	<b>3,750.00</b>		
4011-16 · Foundations - Other	12,500.00	250,000.00	-237,500.00
<b>Total 4011-16 · Foundations</b>	<b>367,040.00</b>	<b>250,000.00</b>	<b>117,040.00</b>
<b>Total 4011-14 · Foundation &amp; Corporate Giving</b>	<b>372,565.00</b>	<b>252,000.00</b>	<b>120,565.00</b>
4011-2 · Board Gifts	5,166.00	4,500.00	666.00
<b>Total 4011 · Donation Income</b>	<b>400,108.78</b>	<b>274,000.00</b>	<b>126,108.78</b>
4015 · Member Contributions	13,650.00	14,000.00	-350.00
4017 · User Fees for Computer System	2,000.00	2,000.00	0.00
4100 · Interest Income	143.62		
4300 · Other Income			
4300-6 · Training Revenue	425.00		
4300-5 · PPP Loan Forgiveness	123,952.50		
4300-3 · Misc Food Donation	244.75	1,200.00	-955.25
4300 · Other Income - Other	12,067.07	800.00	11,267.07
<b>Total 4300 · Other Income</b>	<b>136,689.32</b>	<b>2,000.00</b>	<b>134,689.32</b>
<b>Total Income</b>	<b>2,329,932.11</b>	<b>2,241,620.00</b>	<b>88,312.11</b>
<b>Gross Profit</b>	<b>2,329,932.11</b>	<b>2,241,620.00</b>	<b>88,312.11</b>
<b>Expense</b>			
6620 · COVID-19 ReGrant Distribution	175,000.00		
6001 · Payroll Expenses			
6000 · Wages Expense	846,731.57	864,366.00	-17,634.43
6050 · Employee Benefit Programs Exp	86,093.82	155,585.00	-69,491.18
6100 · Payroll Tax Expense	63,343.64	66,124.00	-2,780.36
6001 · Payroll Expenses - Other	686.00	2,161.00	-1,475.00
<b>Total 6001 · Payroll Expenses</b>	<b>996,855.03</b>	<b>1,088,236.00</b>	<b>-91,380.97</b>
6010 · Non-Employee Compensation	6,413.08	35,000.00	-28,586.92
6080 · HMIS Vendor Fees	80,036.16	83,000.00	-2,963.84
6090 · Professional Fees			
6094 · Accounting	26,679.87	18,000.00	8,679.87

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
6093 · Professional Fees/Consulting	42,797.60	43,100.00	-302.40
6091 · Organizational Consulting	13,275.00	5,000.00	8,275.00
6092 · HMIS Consulting & Training	6,237.00	50,000.00	-43,763.00
<b>Total 6090 · Professional Fees</b>	<b>88,989.47</b>	<b>116,100.00</b>	<b>-27,110.53</b>
<b>6301 · Space Costs</b>			
6300 · Rent or Lease Expense	40,023.00	42,500.00	-2,477.00
6400 · Utilities Expense	18,791.95	28,000.00	-9,208.05
<b>Total 6301 · Space Costs</b>	<b>58,814.95</b>	<b>70,500.00</b>	<b>-11,685.05</b>
<b>6411 · Operations</b>			
6410 · Printing Expense	9,306.18	11,000.00	-1,693.82
6420 · Travel & Conference Expense			
6420-1 · Travel Expense	3,442.46	21,500.00	-18,057.54
6420-2 · Conference Expense	9,108.80	37,500.00	-28,391.20
6420 · Travel & Conference Expense - Other	7.26	0.00	7.26
<b>Total 6420 · Travel &amp; Conference Expense</b>	<b>12,558.52</b>	<b>59,000.00</b>	<b>-46,441.48</b>
6430 · Postage & Delivery	780.87	2,500.00	-1,719.13
6450 · Office Supplies Expense	22,927.58	22,000.00	927.58
6550 · Other Office Expense	5,199.67	5,500.00	-300.33
<b>Total 6411 · Operations</b>	<b>50,772.82</b>	<b>100,000.00</b>	<b>-49,227.18</b>
6460 · Interest Expense	158.50		
<b>6500 · Equipment or Furniture</b>			
6500-1 · Software	10,981.84	600.00	10,381.84
6500 · Equipment or Furniture - Other	19,874.49	4,400.00	15,474.49
<b>Total 6500 · Equipment or Furniture</b>	<b>30,856.33</b>	<b>5,000.00</b>	<b>25,856.33</b>
<b>6640 · Pass Thru Grant Distribution</b>			
6640-41 · HUD CE DV *20			
410005 · Sarah's Inn	12,414.50		
410004 · WINGS	5,196.38		
410003 · South Suburban Family Shelter	15,882.54		
410002 · EV/Northshore YWCA	9,220.82		
<b>Total 6640-41 · HUD CE DV *20</b>	<b>42,714.24</b>		
6640-55 · Ck Cty ESG Catholic Charities	160,572.84		
6640-20 · HF CE Admin	28,349.00		
6640-10 · HF CE SVCS	476,430.12		
6640 · Pass Thru Grant Distribution - Other	0.00	675,759.00	-675,759.00
<b>Total 6640 · Pass Thru Grant Distribution</b>	<b>708,066.20</b>	<b>675,759.00</b>	<b>32,307.20</b>
6850 · Service Charge Expense	276.56	500.00	-223.44
6950 · Insurance Expense	7,641.32	8,000.00	-358.68
7050 · Depreciation Expense	0.00	5,000.00	-5,000.00
<b>Total Expense</b>	<b>2,203,880.42</b>	<b>2,187,095.00</b>	<b>16,785.42</b>
<b>Net Income</b>	<b><u>126,051.69</u></b>	<b><u>54,525.00</u></b>	<b><u>71,526.69</u></b>

**Alliance To End Homelessness**  
**2021 Budget Executive Summary**

**Overview**

Break-even/Non-growth – The 2021 budget is expected to be nearly break-even as shown below. This past year was unusual because of COVID-19, the increase in staff size, and the launch of new grants. We have accounted for the possibility of staff returning and working remotely in hybrid mode. After multiple years of significant growth, the 2021 budget shows the Alliance staying at its current size and number of programs. The 2020 actuals, still being reconciled, currently show \$2.3 million in revenue and \$2.2 million in expense.

Revenue    **\$3,317,587**

Expense    **\$3,316,814**

Surplus/(Deficit)    \$773

**Highlights/Significant Changes**

Revenue:

- In 2020, the Alliance secured the following public grants that were unbudgeted:
  - YHDP Planning – two grants totaling \$90,560
  - YHDP HMIS – two-year grant for \$150,001
  - YHDP CE – two-year grant for \$286,000
  - YHDP system navigator – two-year pass-through grant for \$963,600
  - ESG-CV Outreach/HMIS/Admin - \$107,500
- The Coordinated Entry grants (CE-SSO, CE-DV and ESG-CE) that pass through to implementing partner organizations were previously processed through Housing Forward and now these grants, plus a YHDP system navigator grant, are being processed directly by the Alliance. Pass-through revenue/expense represents \$1,424,550 or 43% of projected revenue.
- Private Fundraising Goals – Resource development committee goals total \$368,000 in private revenue versus budgeted \$343,000.

Expense:

- Expenses were benchmarked against both 2019 and 2020 budgets and actuals, since 2020 was an atypical year. For most operating expenses, 2019 actuals were considered a more useful benchmark. The following categories show slight increases based on recent increases in staff size and the possibility of returning to the office in a limited capacity:
  - Office Supplies
  - Equipment/Furniture/Software
  - Travel/Conferences/Professional Dev.
  - Utilities
- Personnel:
  - Part-Time Finance and CE Data Entry – two part-time positions are budgeted to fill a gap for data entry or administrative supports as the Alliance implements new financial/billing processes and new HUD CE data standards.
  - Salary increases – As has been customary in past budgets, wage expense is based on a projected average 3% increases based on merit upon completed performance reviews.

# 2021 Alliance Budget

Last Revised:

1/15/2021

<b>SUMMARY</b>						
	<b>Continuum</b>	<b>HMIS</b>	<b>Coord. Entry</b>	<b>Other</b>	<b>TOTAL</b>	
Total income	516,301.25	639,836.50	1,883,500.00	277,949.00	<b>3,317,586.75</b>	
Total expenses	516,009.00	639,823.00	1,883,332.00	277,650.00	<b>3,316,814.00</b>	
<b>Income less expenses:</b>	292.25	13.50	168.00	299.00	772.75	0.02%
<b>INCOME</b>						
	<b>Continuum</b>	<b>HMIS</b>	<b>Coord. Entry</b>	<b>Other</b>	<b>TOTAL</b>	<b>NOTES</b>
Cook County CDBG		60,000.00			60,000.00	
Cook County ESG grants		55,000.00	200,000.00		255,000.00	
Cook County ESG-CV		34,000.00	51,000.00	6,375.00	91,375.00	
CoC HMIS grant		303,387.00		20,654.00	324,041.00	
CoC coordinated entry grant			620,200.00	62,019.00	682,219.00	
CoC coordinated entry for DV			368,000.00	35,800.00	403,800.00	
CoC planning grant	386,339.50				386,339.50	
YHDP youth planning grant/s	30,461.75				30,461.75	
YHDP for CE			117,000.00	26,000.00	143,000.00	
YHDP System Navigator			481,800.00		481,800.00	
YHDP for HMIS		61,499.50		13,501.00	75,000.50	
DuPage HMIS revenue		20,000.00			20,000.00	
Evanston HMIS grant		20,500.00			20,500.00	
Foundations	99,500.00	83,200.00	45,500.00	71,800.00	300,000.00	
Corporate giving				2,000.00	2,000.00	
Board giving				5,000.00	5,000.00	
Individual giving				20,000.00	20,000.00	
Member contributions		2,000.00		14,000.00	16,000.00	
Other		250.00		800.00	1,050.00	
<b>Total income:</b>	516,301.25	639,836.50	1,883,500.00	277,949.00	<b>3,317,586.75</b>	
<b>EXPENSE</b>						
	<b>Continuum</b>	<b>HMIS</b>	<b>Coord. Entry</b>	<b>Other</b>	<b>TOTAL</b>	<b>NOTES</b>
<b>PAYROLL</b>						
Salaries and wages	285,629.00	391,739.00	326,896.00	162,725.00	1,166,989.00	
Employee benefits	51,413.00	70,513.00	58,841.00	29,291.00	210,058.00	18.00%
Payroll taxes	21,851.00	29,968.00	25,008.00	12,448.00	89,275.00	7.65%
Payroll expense - other	714.00	979.00	817.00	407.00	2,917.00	0.25%
Non-employee compensation	40,000.00				40,000.00	
<b>Total payroll expenses:</b>	399,607.00	493,199.00	411,562.00	204,871.00	<b>1,509,239.00</b>	
<b>SPACE COSTS</b>						
Rent	9,839.00	13,494.00	11,261.00	5,606.00	40,200.00	
Utilities	5,629.00	7,721.00	6,443.00	3,207.00	23,000.00	
<b>Total space costs:</b>	15,468.00	21,215.00	17,704.00	8,813.00	<b>63,200.00</b>	
<b>OPERATIONS</b>						
Printing	3,300.00	1,100.00	3,300.00	3,300.00	11,000.00	
Local travel	14,500.00	4,000.00	3,000.00		12,000.00	
Conference travel/professional development	7,667.00	7,667.00	7,666.00		23,000.00	
Postage and shipping	1,250.00			1,250.00	2,500.00	
Office supplies	5,546.00	7,607.00	6,348.00	3,159.00	22,660.00	
Other office expense				5,665.00	5,665.00	
<b>Total operations expenses:</b>	32,263.00	20,374.00	20,314.00	13,374.00	<b>86,325.00</b>	
<b>OTHER</b>						
HMIS vendor fees		85,000.00			85,000.00	
Consulting / Professional Fees	65,000.00	15,000.00	5,000.00	35,000.00	120,000.00	
Coordinated Entry subrecipient expense			1,424,550.00		1,424,550.00	
Equipment, furniture, software	3,671.00	5,035.00	4,202.00	2,092.00	15,000.00	
Service Charge or Interest				500.00	500.00	
Insurance				8,000.00	8,000.00	
Depreciation				5,000.00	5,000.00	
<b>Total other expenses:</b>	68,671.00	105,035.00	1,433,752.00	50,592.00	<b>1,658,050.00</b>	
<b>Total expense:</b>	516,009.00	639,823.00	1,883,332.00	277,650.00	<b>3,316,814.00</b>	

2021 Alliance Advocacy Priorities			
Where do we want to lead efforts in 2021?			
What	How	Who	When
Federal COVID relief: - ESG - Rental Assistance and Homeless Prevention - Housing Choice Vouchers Katie	1. Advocating for existing CDBG-CV resources to be dedicated to homeless services (i.e. fixed-site shelter, rental assistance, staffing)	<b>Decision-makers:</b> DCEO, County, local entitlement communities; elected officials who can advocate to decision-makers	December 2020/January 2021
	2. Advocating to federal lawmakers for more federal COVID relief	<b>Decision-makers:</b> IL members of Congress	December 2020 for short-term relief plan; post-January for more extensive relief package
	3. Advocating for effective and efficient state and local processes for allocating future federal funding to homeless services (i.e. Emergency Rental Assistance from December 2020 COVID relief package)	<b>Decision-makers:</b> Governor's Office, IL General Assembly, State departments (IDHS, IHDA, DCEO, IDPH), Cook County, local entitlement communities	Post-passage of new federal COVID relief packages
Communications campaign elevating homelessness and housing needs in suburban Cook County - Sue	1. Advocating state money that we do have is prioritized for housing and homelessness (maintaining four state budget line items)	<b>Decision-makers:</b> Governor's Office, IL General Assembly, budgeteers	December 2020 – March 2021
	2. Communications campaign with press releases aimed at municipal, county and state audiences. Goal of press is to bring awareness to need and highlight importance of investing existing resources (public and private) in homelessness system.	<b>Decision-makers:</b> Press outlets like Chicago Tribune, Crains, Capital Fax, WBEZ, local papers - Philanthropic community	January 2021 and on-going
	3. Amplify communications efforts by engaging Alliance members and coalition partners	Increased involvement from agencies across suburban Cook County; prioritizing representation from across the entire suburban region	Topic of January Advocacy meeting
Landlord Risk Mitigation Fund	1. Build off successful examples of CoC and county partnerships to operate Landlord Risk Mitigation Fund to increase partnership between private landlords and homeless service providers (i.e. Lake County, King County/Seattle, new Chicago initiative)	<b>Decision-makers:</b> Cook County (ESG), private financial institutions (CRC), future COVID relief funding	December 2020 and on-going



2021 Alliance Advocacy Priorities			
<i>What coalitions do we want to be a part of to support on-going efforts?</i>			
What	How	Who	When
Cook County Residential Tenant Landlord Ordinance (RTLO)	Sending out advocacy alerts and participating in meetings with Commissioners	<b>Decision-makers:</b> Cook County Commissioners <b>Actors:</b> Commissioner Kevin Morrison and Commissioner Scott Britton (sponsor) - LCBH, Housing Action IL, CAFHA	January 2021
Eviction Protections/Eviction Sealing Legislation	Sending out advocacy alerts, witness slip notices, and participating in meetings with members of IL GA	<b>Decision-makers:</b> IL General Assembly <b>Actors:</b> Rep. Delia Ramirez (sponsor) - Housing Action IL, Housing Policy Roundtable	2021 Session
Illinois Interagency Council on Homelessness	Sign-on letter, participating in meetings with Governor's office and state actors	<b>Decision-makers:</b> Governor's Office <b>Actors:</b> SHPA (Mary and David) - Statewide CoC collaboration	On-going
Higher Education Housing and Opportunities Act	Sending out advocacy alerts, recruiting people with lived experience to testify, meetings with members of IL GA	<b>Decision-makers:</b> IL General Assembly <b>Actors:</b> Chicago Coalition for the Homeless - Alliance and YHDP partners	2021 Session
Affordable Housing Omnibus Bill (AHPAA, state housing tax credit, property tax incentive, Accessory Dwelling Units)	Sending out advocacy alerts, meetings with members of IL GA, partnerships with housing developers, supporting IL Housing Council (focused on tax credits)	<b>Decision-makers:</b> IL General Assembly <b>Actors:</b> Sen. Ann Gillespie (sponsor) - Housing Action IL - IL Housing Council	2021 Session
Chicago 400 Alliance (proposed legislation on reducing housing banishment laws from 500 feet to 250 feet and getting rid of weekly registration requirements)	Sending out advocacy alerts, sign-on to support letters	<b>Decision-makers:</b> IL General Assembly <b>Actors:</b> No current sponsor - Laurie Jo Reynolds and Chicago 400 Alliance	2021 Session?
Landlord Engagement and Education: - Landlord-targeted assistance - Advocate statewide rental assistance strategy includes option for both landlords and tenants to apply for relief	- Participation in statewide conversations about need for rental assistance/eviction prevention - Seeking opportunities to partner and build relationships with landlord and relator associations		On-going

Alliance Governance Committee  
January 11, 2021

Attendance: Sue Wiemer, Chris O'Hara, Katie Spoden, Khen Nickele, Granada Williams, Millicent Ntiamoah, Abigail Stone, Sharon Cargile

**Agenda:**

1. Lived experience representation on the Board/Executive Committee
  - a. How do we define "lived experience"? Do we need to?
    - i. HUD's definition of literally homeless? Providing more context around time (i.e. as a child, in the last 10 years, currently meet literal homeless definition)?
    - ii. Main objective is to create more comfortability with sharing lived experience; we need those voices amplified and speaking through the lens of personal lived experience regardless of when the experience occurred or if the lived experience fits into a specific "box"
    - iii. Consensus that there is not a need to define lived experience of homelessness or housing instability
  - b. Do we need more people with lived experience on the Board? Or do we need to encourage people on the Board with lived experience to share that outwardly? Combination of both?
    - i. 31% of the Board identified as having lived experience, but don't necessarily articulate that experience and outwardly identify
    - ii. **Next step:** Invite Board members and staff to prepare a 2-5 minute story of why homelessness and housing matters to them; set aside time every Board meeting for 3 volunteers to share (including both Board members and Alliance staff)
      1. Foster an environment of dispelling shame and myths and creating a more welcoming environment
      2. Asking people to share only what they are comfortable sharing; this could include lived experience or the reasons why someone wants to participate on the Board/why they care about ending homelessness
      3. Prioritizing time within the Board meeting – 10 to 15 minutes (or shorter)
      4. Creates a more human component and fosters relationship-building which is hard to do on a big Board and when conducting virtual meetings
    - iii. **Next step:** Discuss this during January Executive Committee and January Board meeting; get 3 volunteers for February Board meeting
      1. First one will set the tone for the stories to come; need to be intentional about making sure the volunteers reflect different perspectives from people with lived experience and people who do not have lived experience
  - c. What is our deadline for making bylaw changes regarding lived experience representation on the Board/council slates/Executive Committee (if necessary)?
    - i. **Next step:** Governance Committee will present recommendation at the April meeting, Board vote at the May meeting; this will allow time to do recruitment for July board slate vote
2. Future discussions:
  - a. What other agencies/research/partners should we look to inform best practices?
  - b. How many designated spots do we allocate at the Council level? The countywide level?

- c. Guiding principles for lived experience recruitment and engagement
  - i. What does lived experience recruitment look like? Who is responsible?
  - ii. What opportunities for training, coaching, and engagement are possible if we have:
    1. No staff time available
    2. Find overlap with existing staff work
    3. Successfully recruit a VISTA member
- d. Board member accountability standards; i.e. attendance, terms? How do we create space for new Board members to join?

**Next meeting: Monday, February 8 from 3:30 to 4:30 over GoToMeeting.**

- You can join on your computer, tablet, or smartphone here:  
<https://www.gotomeet.me/KatieSpoden>.
- You can also dial in using your phone: +1 (646) 749-3122, Access Code: 893-818-213.

# Coordinated Entry Evaluation Proposal 2021

## **Overview:**

The current iteration of our Coordinated Entry program has been in existence since 2016, with the latest version of the policy manual adopted in 2019. HUD requires an annual evaluation of Coordinated Entry. The CE committee has agreed that an outside evaluator would be appropriate for the first large, formal, evaluation of the Coordinated Entry program in Suburban Cook County.

The CE committee is proposing that we conduct a two-part evaluation. Part one will be focused on program operations and conducted by an outside consultant. Part two will be focused on rater reliability and the administration of the VI-SPDAT. It is important to note that for part two, we **will not** be looking at validating the actual VI-SPDAT tool but looking at how the tool is administered across the CoC. We are proposing that the assessor/VI SPDAT portion will be done by an academic researcher based at a local university or research group.

## **CE Committee Goals**

Evaluation part one focus area: Program operations

**Priority one:** Evaluate access—Are our access points linking individuals to homeless services and homeless prevention services in our system the way they were envisioned?

This will include: Walk in Centers, call centers, website, and program walk ups (when available, including outreach)

**Priority two:** Evaluate efficiency—Is our system operating as efficiently as it could be to assist individuals from preventing and ending their homelessness?

This will include current policies and procedures related to phased assessment, data entry requirements in HMIS, prioritization policies, etc.

**Priority three:** Evaluate equity- Is our system equitably operating in our CoC including for all people in special populations?

This will include racial and ethnic breakouts, LGBTQI+ individuals, individuals with disabilities, etc.

Evaluation part two focus area: VI-SPDAT rater reliability and assessor standards

**Priority one:** Evaluate rater reliability for the **current** usage of the VI-SPDAT-Do we have a consistent approach to the administration to the VI-SPDAT?

This will include looking at average scores (aggregate) at the agency level and then compared across the CoC and possibly other CoCs, approach to the use of the tool, etc.

**Priority two:** Evaluate the current assessor cohort—Do we have a consistent capacity at the agency level to have a universal assessment experience across the CoC?

This will include looking at staff capacity to conduct assessments at the agency level, consistency in the application of the tool across the CoC, etc.

Alliance to End Homelessness in Suburban Cook County  
Executive Committee

Tuesday, Jan. 19, 2021, 1:30 pm  
by GoToMeeting

In attendance; Sonia Ivanov, Jennifer Hill, Bryan Dunlap, Kerry Thomas, Monique Williams, Troy O'Quin and Millicent Ntiamoah

1. Welcome: Sonia called the meeting to order at 1:30pm
2. Approve Minutes – Troy moved. Motion carried.
3. Board Topic Prep:
  - 1) Decision Making:
    - i. 2021 Organizational Budget – Bryan reported the 2021 budget is a breakeven budget. The organization has seen a lot of growth in the last couple of years so we need to pump the breaks and work on stabilizing it for this year. Jennifer said some of the growth is due to the Alliance being a fiscal agent for some of the federal funding.
    - ii. 2021 Legislative Priorities – Katie and the Advocacy team will present 2021 Alliance advocacy priorities which will include: What, how, and when.
    - iii. Governance Proposal – Granada and Katie will present to the board some ideas that came out of Governance Committee's 1/11 meeting. The survey that was completed by board members late last year identified about 31% of the members have had a lived experience so the committee wants to encourage members who are willing to speak up by giving some time at each board meeting to share their experiences.
  - 2) Focus Areas:
    - i. Coordinated Entry Evaluation intro – Per Jennifer, Susie will present the goals of the CE committee. The goals have been prioritized into three parts. 1) Evaluation of access, 2) Evaluation of efficiency and 3) Evaluation of equity. Jennifer suggested that a consultant will be hired to evaluate those parts, and we will work with a university to assist in the evaluation of rater reliability on VI-SPDAT assessments.
    - ii. Vaccine Planning- Katie will present their discussion and partnership with Cook County department of public health on next steps of getting the vaccines into arms.
  - 3) Announcements/Updates:
    - i. Updates from Covid Relief package- Per HUD, all renewal CoC projects will be renewed in lieu of a 2020 competition. The COVID relief package also includes significant funding for Emergency Rental Assistance, and the Alliance will seek to influence the process for how these funds are used.
4. Other Business – Sonia reported that Jennifer is due for performance review and requested a copy of last review as a starting point for the evaluators. For this review we will be using a 360 degree feedback format. This new format will allow 24 different people to complete the evaluation form: 8 from executive committee, 4 direct reports from staff, and 12 selected by Jennifer from a cross section of line staff, board members and other community folks. Hoping to wrap this up by the February board meeting.
5. Adjournment: Meeting was adjourned at 2:30pm.

**Next Meeting:**  
**Monday, Feb. 22**  
1:30 by GoToMeeting

## Plan committee meeting

### Topic: An equitable response to homelessness

12/16/20

Attendance: Carl, Respond Now; Jessica Ellenwood, Alliance; Kathryn Primas, Alliance; Susie Bohun, Alliance; Tina Rounds, Beds; Suzanne Ploger, Journeys; Todd Stull, JOURNEYS; Stephanie Hobson, Respond Now; Grant Suhs, Beds; Sue L, Connections; Katie, Alliance; Betty Bogg, Connections; Carolyn Back, Alliance; Sonia Ivanov, Northwest Compass; Lynda S

#### Agenda:

#### 1. What does an equitable response to homelessness mean?

- Equity in access to resources (i.e. Can people disproportionately impacted by homelessness access resources in the community)
- Equity in distribution of resources
- Equity in outcomes

#### 2. What we know?

##### Nationally:

- People of color – especially Black, Indigenous, and Latinx people – are overrepresented within the population experiencing homelessness.
- People who identify as lesbian, gay, or bisexual and trans identified individuals also face significant and distinct discrimination across a variety of systems and service points.
- People with disabilities also face greatly increased risks of homelessness.
- People from historically marginalized communities are disproportionately impacted by the coronavirus itself and by related employment losses, especially Black, Indigenous, and Latinx people, and that young people within those communities are experiencing some of the +greatest economic impacts.

##### Locally:

- People of color overrepresented within population of people experiencing homeless
  - Inequity in terms of who is in need of homeless services; from HMIS data we know that people who identify as black are 3x more likely to enter our system
  - 71% of people in shelter are POC, whereas in the suburban Cook general population, 37% are POC (Census Data)
- There does not seem to be inequity in outcomes
- Lack of resources in some areas that need it
- Need to better engage the people most impacted within planning, design, decision-making and implementation activities

#### 3. National Innovation Service (NIS) Center for Housing Justice Framework for an equitable COVID

Response: [Interviews with marginalized communities](#)

Background on listening sessions:

- 10 listening sessions across the country June 2020
- The listening sessions represented the following communities: Asian American<sup>1</sup>; Black; Latinx; Native-Indigenous; Pacific Islander, Lesbian, Gay, Bisexual and Queer (LGBQ); Trans\*<sup>2</sup>; People Living with Disabilities; People with Incarceration Histories; and People Involved with Public Systems.

Recommendations:

1. Implement a crisis response that ends the use of large congregate shelters and creates dignity-based, safe, temporary crisis options as a bridge to long-term housing.
2. Build, support, and fund dignity-based services led by the communities most impacted by homelessness.
3. Develop affordable housing in the most impacted communities and target housing and rental assistance to those most impacted by structural inequity.
4. Divest from policing, remove police from the homelessness response system, and invest a portion of the funds in housing and services to communities most impacted by police brutality.

1. Implement a crisis response that ends the use of large congregate shelters and creates dignity-based, safe, temporary crisis options as a bridge to long-term housing.

Marginalized communities that participated in these focus groups recommend that an equitable response should be:

- Centered around the most immediate access possible to long-term housing
- Dignity-based, safe, non-congregate, temporary crisis options that bridge people to long-term housing.
- Instead of congregate shelter:
  - hotel/motel/SRO options for temporary use
  - The re-shaping of transitional housing stock to create more dignity-based crisis options.
  - Targeted prevention and diversions services, including financial support to kinship networks and direct cash transfers to individuals and families, that leads to less dependence on more formal crisis options, and
  - More immediate and direct access to long term housing through rental assistance and the development of affordable housing prioritized for marginalized communities.
  - Partner with systems such as child welfare, justice, health, and education to design and implement targeted prevention and diversion; braiding funding across systems to best serve system-involved individuals

(dignity-based non-congregate and congregate shelter, diversion, quick access to long-term housing)

Discussion Questions:

1. What are we doing well and what could we do better?
  - How can we create dignity-based non-congregate and more dignified congregate shelter options?
    - Future non-congregate shelters. Need funding, but need to make it rise to top of legislators.
    - Training
    - Reviewing our own policies and rules
    - Making our programs as accessible as possible
  - How do we better implement diversion that helps people rely on kinship networks?
    - Need flex funding
    - Need to implement diversion/rapid resolution practices at all levels of our system and projects
    - Give people money: Universal basic income. Cook County has used some of its funding for cash assistance.
  - How do we more quickly move people to permanent housing?

When thinking about access, need to think about from a system perspective and operational perspective.

- Bilingual staff
- Translated materials
- Buildings that are ADA accessible
- Intentional about hiring, purchasing, renovation
- Is the front door accessible?
  - For example, call center hours. If can't call between 8:30-4:30 what do you do?
  - Need extended outreach hours as well
- Is the shelter experience itself dignified for congregate and non-congregate? Is there access throughout the day instead of just overnight?
  - Is it low barrier?
    - Access for people who are difficult to work with, using substances. What is required to enter shelter? What is reaction to participant?
    - Challenge when have volunteers staffing shelter, but could be different when change model, get paid staff, etc.
    - Do shelters allow people with ankle monitoring into shelter? Having an ankle monitor may require that a person have a place to stay. Maybe this triggers a diversion conversation.
  - Are all people accepted?
  - Gender identity access
- Training that is needed on white supremacy culture. Cultural aspect. Why were they come to our door if they aren't treated well.
  - LGBTQ+ competence needs ongoing training and calling out



- Need people with lived experience to participate more and to be compensated for that work
  - People of color on board, people with lived experience participate. If have policies that require a certain amount of giving, won't get certain populations on board.
  - Conversation at Alliance level in governance, what does recruitment of lived experience mean. Lived experience commission? Stipends? How do we make that happen.
2. With any suggestions about what we could do better – what do we as the CoC have control over? What are suggestions that will require advocacy and systems change?
  3. Who is missing from planning and implementation of this?
  4. What are the next steps for the next 1-3 months?

2. Build, support, and fund dignity-based services led by the communities most impacted by homelessness.

Marginalized communities that participated in these focus groups recommend that an equitable response should:

- prioritize ongoing feedback from people who are experiencing homelessness
- routinely engage frontline staff in identifying policy and regulatory barrier to serving consumers
- inform policy changes at the local level, workaround of federal regulatory barriers when necessary, and improvements to federal regulation and policy
- Dignity-centered care and service delivery must become the standard across all services and systems. Dignity-centered care in this context means:
  - implementing a holistic approach that fully address the individual or family's self-identified needs instead of providing minimal services to address the needs as prescribed by the provider;
  - understanding and responding to the mental and physical effects of systemic and historic inequities;
  - prioritizing funding and ongoing supports to organizations led and designed by people from marginalized communities; and
  - employing marginalized community members with lived experience of housing instability and homelessness.
- Members from several marginalized communities (Latinx, including undocumented, People with Incarceration Histories , People Living with Disabilities, Black, Asian American) called for specialized employment services that build networks of well-paying employment opportunities within their communities and address the systemic barriers to employment connected to their identities.
- Members from several marginalized communities called for more comprehensive access to health care support in their communities.

- Trans\* community members described ongoing discrimination when accessing basic needs services such as food. Service delivery models must address safe access to basic needs such as food, showers, and bathrooms

Discussion Questions:

1. What are we doing well and what could we do better?
  - a. Pre-COVID shelter model segregates by gender and puts families in a difficult spot. Trans women and men in a difficult spot. Why do we segregate by gender? Take down the wall.
  - a. CQI process that involves people with lived experience homelessness
  - b. Involving community-based agencies that represent marginalized communities in planning and implementation
    - i. How do we make sure areas that need funding the most have capacity to apply? How do we overcome barriers to receiving government funding?
    - ii. This is about organizing to involve community and marginalized groups
    - iii. Need people with lived experience on Alliance, but also requires creating networks. How to give people in programs more control over programs. How do we give power to people?
    - iv. Where are there existing “tables”? How do we meet coalitions where they’re at? Changing expectations around “making space at the table” and instead finding the existing work
    - v. Policy advocates are different than organizers? How do we employ organizers to focus on efforts to share power with people with lived experience?
    - vi. RECLAIM Northwest Suburbs - affordable housing advocates
    - vii. Mutual Aid Networks
  - c. Employment opportunities that help overcome systemic barriers
  - d. Are services intensive enough? In PSH programs, RRH programs, etc? What is missing, why missing, are they culturally appropriate?
    - i. Are there strong connections to employment programs? Housing Forward has heard clients keep bringing this issue up. Barriers to connect to one-stop centers. Those projects were not equipped to deal with needs of clients, such as securing an ID. Adopted an employment program internally without duplicating other programs. Need a stronger relationship with the employment system and community college system.
    - ii. Connections tried several employment programs. It is a big gap.
  - e. LGBTQ+ culturally appropriate services
2. With any suggestions about what we could do better – what do we as the CoC have control over? What are suggestions that will require advocacy and systems change?
3. Who is missing from planning and implementation of this?
  - a. Are there groups we can invite to the table? Invite grassroots groups to council meetings.

- b. Leverage relationships with people with lived experience to help connect to local groups
  - c. Creating opportunities to go through Board packet materials, one-on-one's with Board members to provide tools and knowledge needed to fully participate in Board and committee meetings
  - d. Board trainings; making the Board space welcoming, acknowledge privilege and address ignorance that can make Board spaces uninviting
4. What are the next steps for the next 1-3 months?

3. Develop affordable housing in the most impacted communities and target housing and rental assistance to those most impacted by structural inequity.

Marginalized communities that participated in these focus groups recommend that an equitable response should:

- Invest in neighborhoods with high numbers of vacant houses or housing below code in order to create additional housing options for people experiencing homelessness
- Target rental assistance to members of marginalized communities to be used in the communities being revitalized and in any neighborhood of their choice.
- Simultaneously communities should end the decades-long practice of divesting in operating funds. Include long-term operating fund/reinvestment clauses in any new development occurring alongside CDBG-CV dollars. These investments would also allow communities to begin to think about alternative housing development and sustainability models and structures including affordable housing that is fully owned and operated by individuals and housing collectives in the community, removing private landlords from the engagement
- Build a network of landlords that will remove barriers to entry such as criminal background, immigration status, and biases towards Trans\* individuals.
- Change coordinated entry practices to prioritize racial equity and ensure marginalized communities more immediate access to permanent housing resources from emergency housing, as described above.

Discussion Questions:

- What are we doing well and what could we do better?
  - Development of housing (for example, IHDA PSH)
  - Landlord engagement
  - How do people access housing and is that in a racially equitable way?
- With any suggestions about what we could do better – what do we as the CoC have control over? What are suggestions that will require advocacy and systems change?
- Who is missing from planning and implementation of this?
- What are the next steps for the next 1-3 months?

4. Divest from policing, remove police from the homelessness response system, and invest a portion of the funds in housing and services to communities most impacted by police brutality.

The majority of marginalized communities called for the removal of police/justice system from the homelessness system, replaced by new investments in community based services to address the needs of people experiencing homelessness.

#### Discussion Questions:

- What are we doing well and what could we do better?
  - How do we not rely on police for outreach and transportation to shelter?
- With any suggestions about what we could do better – what do we as the CoC have control over? What are suggestions that will require advocacy and systems change?
- Who is missing from planning and implementation of this?
- What are the next steps for the next 1-3 months?

#### Summarize next steps

- System changes
- Advocacy priorities

#### What are the next steps? Themes?

- Will continue this conversation in future plan committee meetings, Tuesday Jan 26th, at 9:30am
- Do we want to ask agencies to have program participants participate in the discussion?
  - If so, would want to do an overview info session so they learn what we do.
  - Could also advertise our committees and councils to recruit people with lived experience
- Are there community organizations that should be invited to conversations?
- Explore having an advisory council, similar to Youth action boards.
- Take all ideas from this group and make a work plan that covers the four content areas (shelter, diversion, holistic service plan and affordable housing) and then breaks down the tasks and then bring it back to the group on timelines for action
  - Operational & administrative tasks
    - Internal policies and procedures
    - Access to the agency
    - Training and supervising of staff to ensure equitable best practices are being utilized
  - Board tasks
    - Evaluate board functions/governance
    - Evaluate board attendance
  - Advocacy & recruitment tasks
    - Funding
    - Organizing
    - Recruiting other agencies
    - Recruiting and engaging folx with lived experience

- Baltimore developed research
- Seattle
- LA
- PSH in West, North, South
- Resource distribution

**2021 Resource Development Update | January 2021**

	<b>2020 Budget</b>	<b>2020 RD Goals</b>	<b>2020 Actuals</b>	<b>2021 Budget</b>	<b>2021 RD Goals</b>
Foundations	\$250,000	\$300,000	\$239,040*	\$300,000	\$320,000
Corporate	\$2,000	\$2,000	\$5,525**	\$2,000	\$2,000
Board	\$4,500	\$5,000	\$5,376	\$5,000	\$5,000
Individual	\$17,500	\$25,000	\$22,788	\$20,000	\$25,000
Member	\$14,000	\$14,000	\$13,650	\$16,000	\$16,000
<b>Total</b>	<b>\$288,000</b>	<b>\$346,000</b>	<b>\$286,379</b>	<b>\$343,000</b>	<b>\$368,000</b>
*Does not include \$175,000 from Chicago Community COVID Response Fund (combined Round 1, 2, and 3). Redistributed 100% to agencies					
**matching donations from corporations and Census stipend from Housing Action IL					
	<b>2020 Received</b>	<b>2021 Committed</b>	<b>2021 Reasonable Guess</b>	<b>Notes</b>	
Chicago Community Trust	\$40,000 (Youth-specific)		\$100,000 (GO)		
VNA Foundation	\$40,000		\$40,000	General operating	
Oak Park Community Foundation	-		\$10,000	Cancelled 2020 grant cycle	
OPRF/Pane E Pesci	\$35,000		\$35,000	Donor-advised fund	
Evanston Community Foundation	\$3,750		\$20,000	Cancelled 2020 grant cycle	
Community Memorial Foundation	\$20,290		\$20,290	Includes \$290 HR Source membership	
CSH/Pritzker Foundation	\$12,500		\$15,000	Flexible Housing Pool	
Healthy Communities Foundation	\$27,500		\$25,000	\$27,500 was one-time increase for COVID	
COVID Funding - Outreach	\$25,000				
Circle of Service Foundation	-	\$20,000 (Challenge)		Two-year grant	
Michael Reese Health Trust	\$35,000 (CY2020)	\$35,000 (CY2021)			
<b>Total</b>	<b>\$239,040</b>	<b>\$55,000</b>	<b>\$265,290</b>	<b>2021 Committed + 2021 Guess = \$320,290</b>	
Chicago COVID Response Fund	\$175,000			Reallocated 100% of award	
United Way – Systems Improvement and Innovation			\$200,000	Will reallocate 100% of award, if received	

## 2021 Resource Development Update | January 2021

**Attendance:** Chuck Warner (Faith Community Homes – Arlington Heights), Nia Tavoularis (Connections for the Homeless – Evanston), Mary Lou Eisenhauer, Jennifer Hill, Katie Spoden

### Agenda:

- I. 2020 Goals and Actuals
  - a. Annual Appeal Update (Board and Individual):
    - i. 2020: \$10,166
    - ii. 2019: \$8,780
    - iii. 2018: \$7,460
- II. 2021 Budget and RD Goals
  - a. Foundations:
    - i. Who are we missing? Upcoming conversations with CFTEH, local family foundations
    - ii. Strategizing with Connections for Evanston Community Foundation ask focused on local planning efforts and/or youth homelessness planning
  - b. Challenge Grant strategy:
    - i. Additional flexibility with challenge grant due to COVID
    - ii. Using challenge to make initial asks of new smaller foundations and/or major donors and come out of the challenge with at least 4 stronger relationships.
- III. Communication and Engagement goals
  - a. Website update
    - i. Volunteers to provide feedback on new content for the donate section of the new website? Yes! Nia, Mary Lou, and Chuck.
  - b. Major Donors
    - i. Crafting individual proposals that highlight true need and invite major donors to give at their full capacity
    - ii. Asking major donors, who else in their networks would be interested in having a conversation?
    - iii. A lot of our major donors are people we know well and interact with outside of their identity as a “donor”; how do we step outside of our “normal conversations” when applicable and how do we engage others on the fringe of major donor status in more intentional giving conversations

**Next Meeting:** Friday, April 9 from 10:00am to 11:30am

- You can join the meeting from your computer, tablet or smartphone:  
<https://www.gotomeet.me/KatieSpoden>.
- You can also dial in using your phone: (646) 749-3122, Access Code: 893-818-213

## Alliance Advocacy Team

January 20, 2021

Attendance: Larsarene Alexander, Diana Nelson, Christi Wessel, Anne Campbell, Katie Spoden, Joe Magyar, Mary Montgomery, John McNabola, Chris O'Hara

### Agenda:

1. Advocacy Updates:
  - a. Received investment for landlord risk mitigation funding! Yay! More details to come.
  - b. HUD-VASH extension!
  - c. Vaccine prioritization partnership with CCDPH; people in shelter, homelessness/day programs, and staff included in Phase 1b of vaccine rollout
  - d. President Biden COVID relief package calls for eviction moratorium, more rental assistance, and more funding for health and housing
  - e. RTLO advocacy alert – if you have not reached out to your Commissioner, please do so now! [https://housingactionil.salsalabs.org/cookcorenters\\_oct2020/index.html](https://housingactionil.salsalabs.org/cookcorenters_oct2020/index.html)
  - f. Lame duck session:
    - i. Passed! Standards for Illinois Public Housing Authorities to use in the criminal background screening process
    - ii. Rep. Ramirez's eviction protection bill did not pass. See her statement here: <https://www.facebook.com/repedeliaramirez/photos/a.597723557356025/1081580995636943/>
2. 2021 Advocacy Priorities presentation to Board
  - a. See attached
3. Amplify communications efforts by engaging Alliance members and coalition partners
  - a. CDBG-CV sign-on letter for fixed site shelter development – already have 300+ sign-ons!
  - b. How do we get this out to all the members of the Alliance?
    - i. Share with institutional donors, rotary clubs, corporations, etc.
  - c. Increased involvement from agencies across suburban Cook County; prioritizing representation from across the entire suburban region
  - d. Christi will reach out to House Democrat Leadership to share messaging
  - e. Quick turnaround time is a barrier; monthly summary from advocacy team about updates and things to keep on radar
  - f. Using the new website – advocacy updates and alerts, highlighting stories/videos from people with lived experience
  - g. Entry Point communications:
    - i. Public transportation (CTA, PACE, buses, etc.)
    - ii. Flyers/handouts for community partners (libraries, coffee shops)
4. Old Business
  - a. Water shutoffs in north suburbs? Municipalities will negotiate lower rates and more utility assistance to come

**Next meeting:** Wednesday, February 17 from 9:30am to 11:00am





Built for Zero  
January 12, 2021  
Go-to-Meeting

**Attendance:**

James Barnett (Connections), Janet Hotch (Housing Forward), Erin Mangano (Hines VA), May Salman (TWC), Amber Teer (Alliance), Deloise Crosby (Catholic Charities), Susie Bohun (Alliance), Javon Harris (Beds), Jane Maday (MSHV), Jessica Ellenwood (Alliance), Patricia Stokes (Housing Forward), Monique Williams (Cornerstone), Kate Van Winkle (Catholic Charities/SSVF), Christina Lindstrom (Respond Now), Kathleen Monforton (Thresholds), M Nelsen (Alliance), Vince Heneghan (Impact), Stephanie Hobson (Respond Now), Erin Matheny (Alliance), Ebony Smith-Little (Thresholds), Latara Chaney (Aunt Martha's), Kathryn Primas (Alliance).

**1. Reviewed 2021 BFZ Meeting Schedule and Agency Meeting Agendas**

- January 12<sup>th</sup>
- April 13<sup>th</sup>
- July 13<sup>th</sup>
- October 12<sup>th</sup>
- Agenda
  - Connect zero income clients to income sources
  - Connect clients with income to employment
  - Connect clients to community-based resources
    - Services
    - Housing

**2. 2021 Racial Equity Focus**

- **Meaningful Participation of People with Lived Experience**
  - Highlight voices of BIPOC communities.
  - Increase meaningful participation of people with lived expertise.
- **Client Feedback**
  - Deloise Crosby, Patricia Stokes, and Janet Hotch shared details of how Catholic Charities and Housing Forward collect client feedback.

**3. Co-Chairs**

Contact [Kathryn@suburbancook.org](mailto:Kathryn@suburbancook.org) if interested in serving as a co-chair of this committee.

**Notes:**

September to November community numbers were reviewed and length of time was discussed.

Hines VA reports they should reach Functional Zero in April 2021.

It was reported that landlords are more difficult to engage with the eviction moratorium and want more reassurance that clients will be able to pay the rent once the subsidy ends. Also, 2- and 3-bedroom rents are increasing and regularly over fair market value.

**Next Meeting: 4/13/21**

**Agenda Items:**

1. CE Dashboard
2. Diversion

Committee Action Calendar 2019

Due Date	Item	Status
	CE Dashboard	In process
	Rapid Resolution Policy	This month
	CE Evaluation	Starting this month
	VI-SPDAT Evaluation	Starting this month

**Minutes Date: 1/13/2021 Go To Meeting**

**In Attendance:** Susie Bohun/Alliance, Carol Gsell/SSFS, Peggy Troyer/Housing Forward, Deloise L. Crosby/Catholic Charities, Amber Teer/Alliance, Jessica Ellenwood/Alliance, Sandy Godinez/The Harbour, Souheir Rahman/Together We Cope, Lynn Suchwalko/Alliance, Kathryn Primas/Alliance, Jen Feuer-Crystal/Connections for the Homeless, Aaron Neal/Thresholds, Javon Harris/BEDS, LaTara Chaney/Aunt Martha's, Christina Diaz/SI, Katie Scheuber/YWCA, Kurt Runge/Alliance, Raj Lorek,

**Minutes:**

1. CE data dashboard

Updates & data points:

- i. Went through dashboard- increase in number of participants assessed
- ii. Covid internal matching made matching data a little different
- iii. Almost 60% of referrals are successful- an improvement
- iv. Still issues with "no staff response" as reason for declined/withdrawn matches

2. Diversion Policy and Rapid Resolution

- b. Diversion policy and procedure- very minor feedback and changes around rationale
- c. Rapid Resolution policy and procedure- received good feedback from providers from sending and receiving agencies. Rapid Resolution timeframe of 30 nights seemed reasonable, but some providers through it should be 1 week. Landed on 30 nights being the rapid resolution phase time period. For chronic participants that have presenting for a long time, need to flush out more details about rapid resolution period for this group. Also, families may need to be changed to less nights, so they can move to the next phase quicker. Hotel model can make it harder to engage than pads model.  
Susie will send out for further comment- there will be a 2 week comment period

3. Updates on Formal CE Evaluation

- a. What goals would the committee want to see if we conducted a CE Evaluation? Susie took detailed notes. Working group will report back to committee on progress of evaluation.

4. VI-SPDAT/Assessor evaluation (separate from program evaluation)- Orgcode asked CoCs to phase out the VI-SPDAT, since it is not being used as intended. There will be ongoing discussion about this.

5. Proposing to move meetings to every other month while policies are being reviewed/developed/updated

- a. Next meeting discussion topics: update on policies and procedures (RRH-PSH and proposal of new policies), update on Diversion and Rapid Resolution, Update on the evaluation

Next Meeting: 3/10/2021 at 10:00am (GoTo Meeting)

## Prevention/Diversion team meeting 1/19/2021

Attendance: Lynn Suchwalko, Alliance; Rajwah Lorek, Respond Now; Romiesha Tucker, Housing Forward; Alene Rutzky; Salvador Garcia, Resurrection Project; John McNabola, Center of Concern; Amber Teer, Alliance; April Haymond, Cornerstone; Bryan Dunlap, Community Service Partners; Dennis Condon, Co-chair; Erin Matheny, Alliance; Letoya Baker, Catholic Charities; Tina White, Connections; Sonia Ivanov, Northwest Compass; Christina Lindstrom, Respond Now; Souheir Rahman, Together We Cope; Susie Bohun, Alliance;

### 1. Updates on funding (IDHS, CRF)

- North:
  - IDHS: \$443,800
    - Did a swap with CRF funding with County and IDHS...\$93,500 not swappable. \$313,000 swapped and now left IDHS
    - CDBG Evanston: \$450k rental assistance (no mortgage assistance)
    - Swapped Skokie CDBG: \$90k
    - When run out? Will prioritize spending on CDBG Evanston and Skokie first
    - ESG: Small HP Evanston grant. Told cannot spend while eviction moratorium
      - Next steps: Kurt to send guidance Chicago used to spend ESG HP now
    - NW Compass: Spent State ESG HP already
- West:
  - IDHS: \$463,905
    - Update?
      - \$169k left IDHS
      - Swap with county: \$75k of HP cases to free up \$75k for IDHS
      - Rough estimate at least \$50k spent each month
    - Cicero ESG:
      - Didn't get any guidance that says couldn't spend
- South:
  - IDHS: \$580,674
    - Spent \$816k (100% of COVID funding spent and \$41k left of IDHS funds and \$50k Reade)
    - Have been talking to cook county to swap \$125k (spent last calendar year)
    - Spending \$116k a month is average (going up every month)
    - Have less than a month (Feb) but if get \$125k will get until March

### 2. Call center report

- Expanded hours begin! **8:30am-7pm Tues-Thurs**
- Any trends, concerns, questions?
- Current in process to hire lead specialist to work extended hours. Letoya working hours until new specialist is hired.
- Piloting Beds (2 during hours) and Catholic Charities (6 during extended hours, 2 for each region) receiving additional referrals during extended hours. Still receiving normal referral count during reg business hours. Process still same. Still 3 business days to contact them.

- Will be keeping track of data to show how many people calling from 4:30-7pm
- What is an Errant call: call not related to HP
- How hear about it?
  - Will receive new info by phone
  - Ask: all member agencies distribute info
- Christi W: Referral vs. appointment language? Do clients understand what we mean by Referral?  
Chris: maybe referral for services? April: Agree with Chris. Some people think a referral means they are guaranteed funding. Letoya: as part of script, say funding not guaranteed.
- One of referral slots for next day could go
- Zip code: as long as zip code provide services, then yes
  - When funding is restricted to certain areas, they may have restrictions. Board director, financial directive.
  - Bryan: Transportation is a major problem. Try to limit transportation as much as possible.
  - Tina: Have we thought about asking if someone is able to do virtual appointments so people can serve other regions? Vast majority of apps are completed remotely even for people who are close to agency and could come in. Could allow for more flexibility when call to agency that has an opening.
  - Romiesha: has done virtual appointments before.

### 3. Stimulus funding

- Congress included \$25 billion for rental assistance
- \$834,709,842 to IL state and counties overall
- Not sure how much Cook County will get (estimates of \$80-\$160M)
- Timeframe for spending the funding
  - End of 2021 (does this go across fiscal years?)
    - How is state going to do it across fiscal years
- Eligibility and uses of funding
  - <https://home.treasury.gov/policy-issues/cares/emergency-rental-assistance-program>
  - Eligibility
    - Qualifies for unemployment or has experienced a reduction in household income, incurred significant costs, or experienced a financial hardship due to COVID-19;
    - Demonstrates a risk of experiencing homelessness or housing instability; and
    - Has a household income at or below 80 percent of the area median.
    - Priority population
      - Eligible households that include an individual who has been unemployed for the 90 days prior to application for assistance and households with income at or below 50 percent of the area median are to be prioritized for assistance
  - Uses of funding
    - Eligible households may receive up to 12 months of assistance, plus an additional 3 months if the grantee determines the extra months are needed to ensure housing stability and grantee funds are available.
    - Assistance must be provided to reduce an eligible household's rental arrears before the household may receive assistance for future rent payments.
    - Can provide future assistance for up to three months at a time.

- Households may reapply for additional assistance at the end of the three-month period if needed and the overall time limit for assistance is not exceeded.
  - Application
    - Applications can be submitted by households OR landlords
    - How do people know about this?
      - Christi W: sent letters to renters explaining risks of not paying rent and resources available to people
      - No process to deal with landlords? Refer to call center? Could refer landlords to IHDA-like program and we work directly with clients.
        - If we have a decision in the matter, have landlords work through other system like IHDA
        - April agrees
      - Facebook:
        - Kurt to share Facebook post on expanded hours of call center
  - Plan for suburban Cook County
    - Should we narrow the income range for targeting this funding through our networks? (i.e. 80% AMI, 50% AMI, 30% AMI)?
      - Tina: For current HP app, vast majority 50% or less anyways
      - Sonia: wouldn't restrict it to 50% AMI because some people need additional case management
      - Souheir: 80% AMI
      - April: 80% AMI
      - Chris: cap amount at 80% AMI?

4. Strategies to serve people who received HP assistance and need additional assistance because they are not sustainable (Joann)

- Bryan: 2 year rule has been lifted for IDHS funding
- Angela: have been seeing people who have done 6 months
- Even if received assistance in the last two years can still get more HP if it is COVID-related (so broad, that true for many people)
- Can always request a waiver or exception to state if you need it

5. Eviction Moratorium update (more eligibility info below)

- Extended to Feb 6th
- Biden's stimulus proposal could extend the national moratorium to Sept 2021
- Updates:
  - Landlords must provide declaration form (found [here](#))
  - No evictions can be filed against anyone who does not owe rent unless they pose a direct threat to the health and safety of other tenants or an immediate and severe risk to property.

6. Updates on Cook County landlord tenant ordinance **Vote delayed to 1/27...action needed**

This ordinance will create safeguards against

- illegal lockouts

- protections against leases that eliminate basic renter rights to termination notices
- procedures for withholding rent until building condition problems are addressed
- protections from retaliation, and
- requirement of notice before a landlord enters the unit.
- These provisions are far from novel; renters in Chicago, Evanston and Mount Prospect have benefited from similar ordinances for decades.

How to take action:

- **Contact your Commissioner directly by email:** [Email your commissioner through the RTLO action portal!](#)
  - [https://housingactionil.salsalabs.org/cookcorenters\\_oct2020/index.html?eType=EmailBlastContent&eld=7f93b86b-675e-4a93-af6e-fdafb1aaf040](https://housingactionil.salsalabs.org/cookcorenters_oct2020/index.html?eType=EmailBlastContent&eld=7f93b86b-675e-4a93-af6e-fdafb1aaf040)

7. Reminder: County ESG funding expectations

- \$300k for additional HP staff, who each will take at minimum 4 new referrals a day from the call center
- County will add another \$300k to staff soon to have capacity to manage increase call volume

8. HMIS updates:

- ESG reporting: in process of preparing quarterly reporting to entitlement communities. HMIS responsible for pulling data for ESG-CV.
- Request agencies look at data quality reports. Look at own data quality for ESG-CV project using data quality report or run CAPER report in HMIS. If need assistance on doing either, reach out to Erin. First reporting period Oct-Dec 2020. Will be looking at in on quarterly.

**Next meeting 2/16/21, 10am**

### **New eviction moratorium guidelines**

Executive Order 2020-72, as amended and revised below, is re-issued in its entirety and extended through **Feb 6, 2021**.

Section 1. For purposes of this Executive Order, the following terms are defined as set forth below:

- (a) “Covered Person” means any tenant, lessee, sub-lessee, or resident of a residential property who provides to their landlord, the owner of the residential property, or other person or entity with a legal right to pursue an eviction or possessory action, a Declaration under penalty of perjury indicating that:
  1. the individual either (i) expects to earn no more than \$99,000 in annual income for Calendar Year 2020 (or no more than \$198,000 if filing a joint tax return), (ii) was not required to report any income in 2019 to the U.S. Internal Revenue Service, or (iii) received an Economic Impact Payment pursuant to Section 2001 of the CARES Act;

2. the individual is unable to make a full rent or housing payment due to a COVID-19 related hardship including, but not limited to, substantial loss of income, loss of compensable hours of work or wages, or an increase in out-of-pocket expenses directly related to the COVID-19 pandemic;
  3. the individual is using best efforts to make timely partial payments that are as close to the full payment as the individual's circumstances may permit, taking into account other Non-Discretionary Expenses; and
  4. eviction would likely render the individual homeless—or force the individual to move into and live in close quarters in a new congregate or shared living setting—because the individual has no other available housing options.
- (b) “Declaration” means the form declaration made available by the Illinois Housing Development Authority (or a similar declaration under penalty of perjury) that tenants, lessees, sub-lessees, or residents of residential properties who are covered by this Executive Order may use to invoke the protections of this Executive Order. Each landlord, owner of a residential property, or other person or entity with a legal right to pursue an eviction or possessory action must provide each tenant, lessee, sub-lessee, and resident with a Declaration at least 5 days prior to commencement of any residential eviction proceeding including, but not limited to, at least 5 days prior to the issuance of a notice of termination of tenancy. Service of the Declaration must conform with the requirements of 735 ILCS 5/9-211.
- (c) “Non-Discretionary Expenses” include, but are not limited to, food, utilities, phone and internet access, school supplies, cold-weather clothing, medical expenses, child care, and transportation costs, including car payments and insurance.

Section 7. A person or entity may not commence a residential eviction action pursuant to or arising under 735 ILCS 5/9-101 et seq. against a tenant who does not owe rent unless the tenant poses a direct threat to the health and safety of other tenants or an immediate and severe risk to property. A tenant shall not be required to provide a Declaration if they are covered by this section.



# Prioritization Committee

**Meeting Date:** January 11, 2020

**Attendance:**

Don Donahue, Carol Gsell, Wilfred Hegg, Vince Heneghen, Barbara Hyshaw, Sonia Ivanov, John McNabola, Aaron Neal, Khen Nickele, Elizabeth Novak, Milicent Ntiamoah, Chirs O'Hara, Kurt Runge, Armando Smith, Sue Wiemer

**Meeting Notes:**

The Prioritization Committee had an overview discussion on the Project Renewal Scoring Tool. Since there wasn't a 2020 NOFA competition the tool developed last year has not been utilized yet. The discussion focused on how the tool can be made more user friendly. The team discussed this and felt that the format of the Maricopa tool which was introduced to the committee last May would be easier to use. The plan is for a small group to convert the format and present this at our next meeting (March 1st) for the committee to review. Other than to make the format change, only minor updates are anticipated.

The tie-breaker question was also discussed. New suggestions for tie-breaker questions will be discussed at the March meeting.

It was also decided to have a small group work on a DV bonus question. The small group will be Carol Gsell, Willie Hegg, Christy Humphrey, and Chris O'Hara.

**Recommendation for Board Review**

It was decided to recommend to the Alliance Board that projects scoring towards the bottom do not receive percentage-based cuts. In the past these cuts used to create a buffer to fund new projects, but it was felt that this often creates funding difficulties for the projects that experience these funding cuts.

Our next meeting will be March 1st (9am – 11am) where we will focus on the Renewal tool and the DV bonus question.