



Friday, May 25, 2018
10:00 AM - 12:00 PM
Legal Aid Foundation
120 S LaSalle, 10th Flr, Ste 1048
Chicago

AGENDA

- | | | |
|--------------|--|--------------------|
| I. | Welcome & Introductions | 10:00-10:05 |
| II. | Approval of Meeting Minutes | 10:05-10:10 |
| III. | Director's Report – Jennifer Hill | 10:10-10:25 |
| | A. Strategic Plan RSVPs | |
| | B. NOFA 2018 timeline; 2017 debriefing | |
| | C. Supplemental ESG; State ESG | |
| IV. | Operational Committee Reports | |
| | A. Resource Development Committee – Charles Warner | 10:25-10:30 |
| | B. Finance Committee/Treasurer's Report – Vince Heneghan | 10:30-10:35 |
| | C. Governance/Nominating Committee – Carl Wolf | 10:35-10:40 |
| | D. Executive Committee – Monique Williams | 10:40-10:45 |
| V. | Strategic Committee Reports | |
| | A. Plan Committee – Lynda Schueler | 10:45-10:50 |
| | B. Project Prioritization Committee – Khen Nickele | 10:50-11:10 |
| | C. Sub Cook Zero – Erin Vondrasek/Larsarene Alexander | 11:10-11:15 |
| | D. Coordinated Entry – Carol Gsell / LaTonya Walker | <i>No Report</i> |
| | E. Homelessness Prevention – Dennis Condon / Luiz Barbosa | 11:15-11:20 |
| | F. HMIS Committee – Tes Kefle / Joann Boblick | 11:20-11:25 |
| | G. Youth Committee | 11:25-11:30 |
| VI. | Partner Reports | |
| | A. Cook County – | <i>No Report</i> |
| | B. Advocacy – Hugh Brady | 11:30-11:35 |
| | C. Regional Roundtable – Jennifer Hill | 11:35-11:40 |
| | D. H2 Housing & Health – Lynda / Carl/Betsy | 11:40-11:45 |
| VII. | Local Council Reports | 11:45-12:00 |
| | A. South – Angelia Smith/Dennis Condon | |
| | B. West –Kim Stephens/Javon Harris | |
| | C. North – Vince Heneghan | |
| | D. Chicago Continuum – Dave Thomas | |
| VIII. | Old Business | |
| IX. | New Business | |
| X. | Adjournment | |

The next Board of Directors meeting is scheduled for Friday, June 22, 2018, 10am-12pm, City of Evanston, 2100 Ridge Ave, G300, Evanston. (Ground floor room)

Alliance to End Homelessness in Suburban Cook County
Board Meeting
April 27, 2018
Thresholds 120 S LaSalle 14th Floor, Suite 1420, Chicago

The meeting was called to order by Monique Williams at 10:00 A.M.

A motion was made to approve the minutes of March 23, 2018 by Angelia Smith seconded by Dennis Condon. Motion carried.

Director's Report- Jennifer Hill Congratulations to Kurt and Rachel for completing the Youth Homeless Grant Application. We applied for \$80,000 for planning. Chapin-Hall has agreed to partner with us as well as Juvenile probation and the Juvenile Justice Council. Kurt and Rachel are also creating an advocacy committee.

HIC and PIT counts are completed. We will have a Stevenson Fellow working at the Alliance named Katie Spoden, her salary will be roughly ½ of what a staff position costs. Our PIT numbers went up in 2017-2018. We increased our inventory by 100 beds and added 1- 2 more church sites. This was not a system failure, the number went up because our inventory went up. The chronic numbers went up and we will continue to diagnose this to see if it was due to data quality or housing placements. Homeless Veterans went down to 6 Chronically Homeless. Homeless Families went up and is a concern. PIT 2 year comparison is better, Bryan Dunlap asked if a 4 year average might be used. Lynda Schueler commented that we cannot keep up the pace. All numbers in large urban areas have gone up.

Built for Zero: The question was asked if we should continue to participate in Built for Zero. A motion was made to extend our important and meaningful participation in Built for Zero 2019, by Sue Shimon, second by Don Donahue. Motion carried.

Operational Committee Reports:

Resource Development Committee- Chuck Warner Our focus is on 100% board participation. Foundations want to see 100% from our members. Please donate what you can, we still have a significant number of people who have not yet contributed.

Finance Committee-Vince Heneghan –Everything went smoothly with the audit, we are above average with our ratio of public to private dollars. Cash is good. There is a recommendation to move a portion of Paypal money into an interest bearing account. A motion was made by Chuck Warner to approve the 990, second by Dennis Condon. Motion carried.

Governance /Nominating Committee- Carl Wolf-We are getting close to finishing the charter and are hoping to present it to the membership at the NOFA training. The next meeting is May 7th at 1:30 pm by conference call. There was a brief discussion regarding what constitutes membership, dues for organizations and individuals and membership forms.

Executive Committee- Monique- the committee met via phone on April 23. There were 5 action items: Office Expansion authority was given to finalize the lease. The HMIS new staff position was voted on. Motion by Vince second by Monique. Motion carried. Mary Lou Eisenhauer is recommended for the grant writer position. A motion was made by Monique, second by Kim. Motion carried. Reallocation

plan recommendation is to have a written plan with voluntary cuts, to reallocate the HACC/GPS project. To continue to recapture percentage based cuts. Funding cut from renewals can be reallocated to a project that would start in 2019. Recapture based cuts: there is a 3 year average and the panel could consider mitigating factors. Percentage based cuts: consideration could be given for projects that have not benefited from increases to Fair Market Rents. The exec board will ask the prioritization committee to review a draft and make a recommendation back to exec committee. That would then go to the entire board for a vote. CSH housing plus health project with Cook County Health System. Thus far participation has been Alliance Staff, CC Health and Hospital Staff and Cristy from CE participating. An outside facilitator is needed. A motion was made by Vince second by Monique to hire Julie Nelson from CSH Chicago. Motion carried.

Strategic Committee Reports:

Plan Committee-Lynda Schueler The committee met earlier this week to talk about the focus groups that will happen at the end of May. The North and South will host them the West can choose to attend either one. There were approximately 50 people on the webinar. Slides will be available. We are going to see a focus on data on the front end.

Project Prioritization Committee- Revised Section II Question D shall read: Project scored 3 points on Question II C above: 0 points (no change) Project did not score 3 points on Question II C above then: Project's 3 year recapture average is 2% or less (was 2% or less or \$3,000): 3 points (no change) OR Project's 3 year recapture average is more than 2% but is giving 100% of the balance back to the Alliance for Reallocation (was more than 2% but is giving 80% or more back to the Alliance): 3 points (was 2 points) OR Project's 3 year recapture average is more than 2% and chooses not to reallocate the balance back to the Alliance (was: chooses not to reallocate at least 80% back to the Alliance): -3 points (no change). OR project has completed less than 3 renewals: 2 points (was 0 points).

Lynda Schueler asked if the review committee gave consideration to projects expanding their projects through the budget amendment process. Discussion. A motion was made by Bryan to pass the tool as is today then to ask the committee to decide where this question belongs. Second by Sue Weimer. Discussion; Carol Gsell asked Lynda to email Khen her language/concern. Question: what happens in the grant cycle if I give money back, where does it go? Recapture is money from a past grant that does not get used, reallocation is forward looking. Discussion. A motion was made by Dennis second by Vince to call the vote. Motion carried.

Sub Cook Zero-The next meeting will be in Cicero.

Coordinated Entry-Cristy Harris-CE is creating an AD-HOC committee for any grievances. The committee will consist of a co-chair, sending agency, receiving agency and outside agency. The team continues to work on the timeline of events in order to complete policies. They met with HUD to discuss how DV survivors can best be served. There is an upcoming Housing First training in Evanston. Policies and Procedures were reviewed per suggestions made on language clarification, training participation.

Homeless Prevention- the South and West are out of funds. The North is trying to alert agencies, schools and churches that they have funding and are getting more referrals. There is a concern that the funds may not be spent, they will then be freed up for other CBSA'S.

HMIS Committee- Cayzu, the HMIS support ticketing system, hoping to open the end user portal by late spring/early summer. HIC/PIT are progressing very well. CE partner data sharing addendum to HMIS Partner Agreement reviewed draft.

Youth Committee-

Partner Reports:

Cook County-no report

Advocacy-no report

Regional Roundtable- no report

H2 Housing & Health-no report

Local Council Reports:

South- Will have their retreat on May 11th. There is a lack of funding at this time. Reade is coming in May. Looking at officers.

West-Is working on their own strategic plan.

North- is running another landlord event and have had 3 thus far. There will also be crime prevention officers and landlords, hoping to get reps from the West and South to attend, this will be held at the Tinley Park Police Department in June.

Chicago Continuum- Dave Thomas reported that they have had a meeting with their new board. All Chicago is applying for the Youth Development Project.

Old Business: none

New Business: none

Jenny Hansen made a motion to adjourn, second by Dennis Condon. Motion carried.

Meeting adjourned at 12:00 p.m.

Submitted by Kathy Straniero

The next Board of Directors meeting is scheduled for May 25, 2018, 10am-12pm, at Legal Aid Foundation, 120 S LaSalle, Suite 1048, (same building as Thresholds) Chicago.

April 27, 2018 Board Members Present:

Anne	Campbell	Connections of Illinois
Dennis	Condon CBSA Co-Chair SSCH	Community Representative
Don	Donahue	Hines VA Hospital
Bryan	Dunlap	Community Service Partners
Carol	Gsell	South Suburban Family Shelter-Sanctuary
Jenny	Hansen	United Way Metropolitan Chicago
Vince	Heneghan - Treasurer & CBSA Co-Chr	Impact Behavioral Health Partners
Hollis	Hutchins	WSCH
Tracy	McKeithen	Family Promise Chicago North Shore
Khen	Nickele	Community Representative
Millicent	Ntiamoah	Catholic Charities
Lukasz	Obrochta	Heartland Alliance
Chris	O'Hara	LEC/CASC
Troy	O'Quin	Thornton Township
Tina	Rounds - Vice Chair	BEDS Plus
Lynda	Schueler	Housing Forward
Sue	Shimon	Thresholds
Angelia	Smith CBSA SSCH Co-Chair	Ford Heights Community Services Org.
David	Thomas	All Chicago
Charles	Warner	Faith Community Homes
Sue	Wiemer	Turnstone Development
Granada	Williams	CEDA
Monique	Williams - Chair	Ford Heights Community Services Org.
Carl	Wolf - Past Chair	Respond Now

Board Members Absent:

Albert	Abney	Community Representative
Betsy	Benito	Corporation for Supportive Housing
Hugh	Brady	NAMI Barrington Area
Dave	Cambensy	AHAND
Chris	Chambliss	Community Representative
Kathy	Chan	Cook County Health & Hospital System
Catalina	Constain-Shin	Community Representative
Sonia	Ivanov	Northwest Compass
Monica	Slavin	Housing Authority of Cook County
Kim	Stephens	Pillars
Pamela	Ward	Community Representative
Christi	Wessel	Dist Dir for State Rep Michelle Mussman

All Others Present:

Gabriela	Arias	WINGS Program
Ana	Cruz-Garcia	Aunt Martha's
Fred	Friedman	Next Steps
Cristy	Harris	Housing Forward
Kelly	Kvcharski	Journeys The Road Home
Bill	Marquardt	Maryville Academy
Rachel	Contos	Alliance to End Homelessness
Jennifer	Hill	Alliance to End Homelessness
Sharon	King	Alliance to End Homelessness
Bethany	Maynard-Moody	Alliance to End Homelessness
Dani	Mendez	Alliance to End Homelessness
Kurt	Runge	Alliance to End Homelessness

2018 Continuum of Care Process for Suburban Cook County TIMELINE – last revised 5/21/18

Check for updates and important details on the Alliance's NOFA page: <http://suburbancook.org/nofa>

Continuum of Care Orientation Workshop Training on CoC and Other Resources	June 12, 9:00-12:30 Catholic Char's, 721 N LaSalle
Alliance Application Forms released for new and renewal projects – see Alliance website	June 20
Applicants provide budgets with recapture amounts	July 14
Application Training (for New Projects) – RSVP to sharon@suburbancook.org	July 20, 1:00-3:00 Alliance Offices Conf Rm 306
Renewals: Alliance Applications submitted – Alliance app and most recent APR emailed to nofa@suburbancook.org .	August 1, 5pm
New Projects: Alliance Applications submitted – Alliance app and all other attachments (except HUD project application PDF) emailed to nofa@suburbancook.org .	August 8, 5pm
Alliance staff completes threshold review of project applications	In the 3 days following the Alliance deadlines
Project Review Panel: receive materials/instructions for RENEWAL projects (Session 1)	August 7, 10-12 Westchester Village Hall
Project Review Panel: Renewal Review Day – meeting to score and rank renewal projects (Session 2)	August 14 10-12 Westchester Village Hall
New Project Review Panel: receive materials/instructions (Session 2)	August 14 12:30-3pm Westchester Village Hall
New Project Review Day: all-day meeting to score; project presentations (mandatory for New Projects to present) (Session 3)	August 21, 9:00-5:00 Alliance Offices Conf Rm 306
Alliance Board of Directors approves Project List	Aug 24, 10am-12pm Board Mtg
Continuum of Care NOFA released by HUD	TBD
Project Review Panel Reconvenes: half-day meeting for the panel to finalize its ranking list recommendations (Session 4)	TBD Alliance Offices Conf Rm 306
Written Notice of Review Panel Recommendations: the ranked order of new and renewal projects, including recommended dollar amounts, to be posted on Alliance website	TBD www.suburbancook.org/nofa
ESnaps Project Application Training: New and renewal project applicants encouraged to attend for important info	TBD
Alliance Board of Directors approves Final Project List	TBD
ALL Projects: HUD Project Applications submitted – HUD project application submitted within esnaps; and esnaps PDF emailed to nofa@suburbancook.org .	TBD
Rejected/reduced projects: appeal deadline	TBD
Executive Cmte call to make final decision on any written appeals, if applicable	TBD
Project applicants notified in writing – whether project was accepted or rejected, notice delivered via email	TBD
CoC Application and CoC Priority Listing posted to www.suburbancook.org ; Stakeholders notified via email	TBD
Combined application submitted by the Alliance to HUD – in time for HUD's deadline	TBD

RESOURCE DEVELOPMENT COMMITTEE

Agenda Items:

- Grants
- 2018 Strategies

Committee Action Calendar 2015

Due Date	Item	Status
1 st Quarter 2015; annually thereafter	Update organizational fund raising plan to support increased staff time needed to implement core elements of the plan.	

Date: 3.16.2018 **Attendees:** Chuck Warner (Faith Community Homes), Rachel Contos (Alliance); Jennifer Hill (Alliance); Dani Mendez (Alliance); Kathy Straneiro (Together We Cope); Kurt Runge (Alliance)

Minutes:

Grants Matrix Updates

- Mary Lou Eisenhower hired as our grant writer
- CCT is accepting proposals for Housing + health grants

2018 Planning:

- Board to work towards 100% giving for 2017-2018 board year
- Alliance staff is working on a mailer to go out in July

Board Topic Timeline		
Month	Topic	Notes
January	2017 Recap	CONGRATS!!!
February		
March	100% board giving 2017-18 year; Grant writer	
April	General updates	
May	General updates	
June	100% board giving	
July	Member contributions: timeline and recruitment	Newsletter!
August	Board roles and responsibilities	New Board Year
September	Board contact giving--increasing the list	
October	Board contact giving	
November	Mailer signing	
December	Year end recap; thanking donors	

Next Meeting: June 15, 2018, 1:30pm; Conference Call: 1-888-296-6500, Guest: 333924#

Agenda Items:

- 1. Review of April Financials

Minutes Date: 5/18/18

Attendees: Tom Galassini, Sharon King, Bryan Dunlop, Vince Heneghan, Rob Barg, Jennifer Hill

- A. Audit Status
 - a. Audit complete and mailed
- B. Financials
 - a. Temporary Restricted funds.
 - i. Current: \$48,498.67
 - ii. Previous: \$89,333.67
 - iii. Change in Temp Restricted: -\$40,835
 - iv. YTD change in temp restricted: -\$63,038.64
 - b. Balance Sheet
 - i. Cash is Good
 - 1. Look into interest bearing account for excess cash
 - ii. Accounts Receivable (A/R) – \$142,050.05
 - iii. Accounts Payable (A/P) – \$896.53
 - iv. \$4,886.49 on credit
 - c. Income Statement
 - i. April had a deficit of \$8,635.55 which gives a YTD deficit of \$31,756.43
 - ii. Adjusted YTD with Temp restricted removed from equation is a surplus of \$31,282.21
 - d. A/R aging – \$142,050.05 With the lion’s share being current HUD, and older CCT Housing+ and ESG E17-01

Next meeting: May 15, 2018 at 3 PM Phone conference

Committee Action Calendar 2017

Due Date	Item	Status
Feb	Audit	
Oct-Dec	Create 2019 Budget	

Alliance to End Homelessness in Suburban Cook County
Statement of Financial Position
As of April 30, 2018

	<u>Apr 30, 18</u>	<u>Apr 30, 17</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
100 - Checking at Harris N. A.			
10 - Unrestricted	203,714.56	50,715.64	152,998.92
15 - Restricted	<u>862.50</u>	<u>1,723.71</u>	<u>-861.21</u>
Total 100 - Checking at Harris N. A.	<u>204,577.06</u>	<u>52,439.35</u>	<u>152,137.71</u>
1020 - PayPal	<u>16,154.84</u>	<u>11,573.96</u>	<u>4,580.88</u>
Total Checking/Savings	<u>220,731.90</u>	<u>64,013.31</u>	<u>156,718.59</u>
Accounts Receivable			
1100 - Accounts Receivable	<u>142,050.05</u>	<u>280,780.72</u>	<u>-138,730.67</u>
Total Accounts Receivable	<u>142,050.05</u>	<u>280,780.72</u>	<u>-138,730.67</u>
Other Current Assets			
1400 - Prepaid Expenses	5,005.40	2,987.75	2,017.65
1440 - Security Deposit	<u>2,200.00</u>	<u>2,200.00</u>	<u>0.00</u>
Total Other Current Assets	<u>7,205.40</u>	<u>5,187.75</u>	<u>2,017.65</u>
Total Current Assets	<u>369,987.35</u>	<u>349,981.78</u>	<u>20,005.57</u>
Fixed Assets			
1500 - Property and Equipment	58,102.75	50,833.99	7,268.76
1900 - Accum. Depreciation - Prop&Eq	<u>-44,758.09</u>	<u>-36,589.37</u>	<u>-8,168.72</u>
Total Fixed Assets	<u>13,344.66</u>	<u>14,244.62</u>	<u>-899.96</u>
TOTAL ASSETS	<u><u>383,332.01</u></u>	<u><u>364,226.40</u></u>	<u><u>19,105.61</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 - Accounts Payable	<u>896.53</u>	<u>153,690.51</u>	<u>-152,793.98</u>
Total Accounts Payable	<u>896.53</u>	<u>153,690.51</u>	<u>-152,793.98</u>
Credit Cards			
2020 - CitiBank	<u>4,886.49</u>	<u>3,051.76</u>	<u>1,834.73</u>
Total Credit Cards	<u>4,886.49</u>	<u>3,051.76</u>	<u>1,834.73</u>
Other Current Liabilities			
2300 - Payroll Liabilities	<u>24,367.12</u>	<u>22,928.27</u>	<u>1,438.85</u>
Total Other Current Liabilities	<u>24,367.12</u>	<u>22,928.27</u>	<u>1,438.85</u>
Total Current Liabilities	<u>30,150.14</u>	<u>179,670.54</u>	<u>-149,520.40</u>
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Equity			
3200 - Temporarily Restricted Fund Bal			
3200-5 - Temp Restricted NA - Westlake	2,494.00	0.00	2,494.00
3200-4 - Temp Restricted NA - Waterton	15,592.67	0.00	15,592.67
3200-3 - Temp Restricted NA - OP RF	4,996.00	0.00	4,996.00
3200-2 - Temp Restricted NA - CCT	18,750.00	0.00	18,750.00
3200-1 - Temp Restriced NA - BCBS	<u>6,666.00</u>	<u>0.00</u>	<u>6,666.00</u>
Total 3200 - Temporarily Restricted Fund Bal	<u>48,498.67</u>	<u>0.00</u>	<u>48,498.67</u>

Alliance to End Homelessness in Suburban Cook County
Statement of Financial Position
As of April 30, 2018

	<u>Apr 30, 18</u>	<u>Apr 30, 17</u>	<u>\$ Change</u>
3300 - Unrestricted Net Asset	336,439.63	197,481.52	138,958.11
Net Income	-31,756.43	-12,925.66	-18,830.77
Total Equity	<u>353,181.87</u>	<u>184,555.86</u>	<u>168,626.01</u>
TOTAL LIABILITIES & EQUITY	<u>383,332.01</u>	<u>364,226.40</u>	<u>19,105.61</u>

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Liabilities			
Current Liabilities			
Accounts Payable			
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3200-2 - Temp Restricted NA - CCT	56,250.00	0.00	56,250.00
3200-1 - Temp Restriced NA - BCBS	<u>6,666.00</u>	<u>0.00</u>	<u>6,666.00</u>
Total 3200 - Temporarily Restricted Fund Bal	<u>85,998.67</u>	<u>0.00</u>	<u>85,998.67</u>

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As of April 30, 2018

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Net Income	-31,756.43	-12,925.66	-18,830.77
Total Equity	<u>353,181.87</u>	<u>184,555.86</u>	<u>168,626.01</u>
TOTAL LIABILITIES & EQUITY	<u>383,332.01</u>	<u>364,226.40</u>	<u>19,105.61</u>

Agenda Items:

- Introductions
- County-wide seats
- Exec Committee Nominations
- Governance Charter Review

Date: 5/7/18

Attendees: Carl Wolf (chair), Sue Wiemer, Khen Nickele, Hugh Brady, Sarah Flax, Chris O'Hara

Minutes:

Discussed candidates for Vice-Chair. Waiting to hear from candidates previously approached.

Discussed candidates for county-wide positions, including DOC candidates, religious leaders, business leaders, and development personnel.

Further refined governance charter.

The next meeting will be Tuesday, May 29th, 10am at the Alliance office.

Due Date	Item	Status

Alliance to End Homelessness in Suburban Cook County
Executive Committee Meeting – by phone
May 21, 2018

In attendance: Monique Williams, Kathy Straniero, Jennifer Hill, Angelia Smith, Vince Heneghan, Tina Rounds

Monique Williams called the meeting to order at 2:05 pm

Monique asked for the approval of the executive committee minutes of April 23, 2018. A motion was made by Angelia, second by Vince. Motion carried.

Director's Report: Jennifer- Strategic plan focus groups will be held May 30 and 31st. COC NOFA had 2017 briefing which was short, and did not have a lot of content. Plan committee meets tomorrow. Places where we didn't score well were because we did not increase Rapid Re-housing. We need to double our efforts. The COC workshop will be on June 12th we will get that information out ASAP. A timeline will be sent out and approved at the August board meeting. We do not know when the NOFA will come out. Supplemental ESG is one-time funding prioritized for Rapid Re-housing. Agencies can apply with partners or alone.

State ESG is different from supplemental ESG. We just found out that our state ESG amount is increasing. Most of the agencies get their ESG from Cook County but 4 get theirs from the state. There will be 60% more money available. We want to use this to jumpstart Rapid Re-housing. Supplemental ESG, Cook County, would be open to this. Coming in early June, 160,000 available must be RR project. Discussion. The clearer we can be upfront helpful and we should prioritize an organization with a proven track record. This money came because the poverty numbers were found to be higher and they re-ran their formula and came to a different conclusion. Any thoughts contact Jennifer. Received the office expansion lease back to us. They gave us especially good terms. Renewal expansion is not an entirely new lease. Requesting authority to sign now. They are not going to charge us expanded rent until October 1, even though we will be in July 1. The build-out will be included in the rent. We are well within the amount that was budgeted. Vince made the motion Jennifer can sign the new lease amendment. Second by Kathy. Motion carried. Tina rounds said that she feels it is very expensive and we could have looked at other less expensive ways of sharing space. Khen Nickele will be the secretary pro-tem in May.

Strategic Committee Reports:

Plan Committee – Please RSVP and participate in the workshops.

Sub Cook Zero – no report

Coordinated Entry - Committee and partner meetings for May were both canceled. Pilot meeting was to determine how well we were doing utilizing the screening tool.

Homeless Prevention- no report

Project Prioritization- Will talk about the new ranking tool at this month's meeting, then move on to the written reallocation plan

Operational Committee Reports:

Financial update- things look good you will see a larger change \$40k this month

Resource Development-the new grant writer has started and we still need 100% board participation.

HMIS- no report

Governance / Nominating Committee has an extra meeting next week.

Other business: none

Angelia made a motion at 2:25 to adjourn. Second by Vince. Motion carried.

Next meeting Monday June 18th, in person at the Alliance office.

Submitted by Kathy Straniero

PLAN COMMITTEE

Agenda Items:

1. NOFA feedback
2. Section 811 voucher planning
3. Focus group planning

DATE: 5.22.18 Present: Kurt Runge, Alliance; Jennifer Hill, Alliance; Bethany Maynard-Moody, Alliance; Jenny Hansen, United Way; Sonia Ivanov, Northwest Compass; Cristy Harris, Director of Coordinated Entry; Lynda Schueler, Housing Forward; Dani Mendez, Alliance; Granada Williams, CEDA, Sue Shimon, Thresholds

- 1) NOFA update
 - a. The Alliance scored 160. Communities that scored above 159 were more likely to get all the Annual Renewal Demand funded. Top score was 190.
 - b. Main reasons we lost points:
 - i. We didn't have an increase in RRH units
 - ii. Systems performance measures (returns to homeless and first time homeless)
 - c. How does this inform project review?
 - i. Create reallocation plan that potentially creates new PSH and RRH.
 - d. Next steps:
 - i. Review HIC and PIT and compare to previous years to see if heading in the right direction for system performance measures.
 - ii. Consider reaching out to high scoring communities to learn more about what they are doing.
- 2) Section 811 planning (tenant-based subsidies that serve people who are homeless or at risk of homelessness and are disabled).
 - a. Housing Authority of Cook County is applying for funding and the Alliance is working to see if we can use vouchers to create new PSH. The challenge is that there are no service dollars, so we are looking to providers that can fund services in other ways (Medicaid).
 - b. The Alliance has also reached out to other PHAs in Cook County to encourage them to apply for 811 and the Family Unification Program (another housing opportunity for youth and families involved in the child welfare system)
 - c. Next steps:
 - i. Short term:
 1. Lynda to follow up with David Pope of Oak Park PHA to see if they are applying
 2. Kurt to reach out to DV agencies about whether they have another funding stream for services for PSH
 - ii. Long term:
 1. Help programs partner with other agencies that bill Medicaid for services
 2. Explore more state funding for supportive housing services (SHPA)
- 3) Focus group planning
 - a. Recruitment strategy next steps
 - i. Reach out to unusual suspects (philanthropic community, justice, health, etc.)
 - ii. Survey for people who can't attend

Planning sessions

1. Ending Homelessness in Suburban Cook County, *May 30, 9:30am-noon, South Suburban Pads Wellness Center.*
2. Ending Family Homelessness in Suburban Cook County, *May 30, 1-3pm, South Suburban Pads Wellness Center.*
3. Ending Youth Homelessness in Suburban Cook County, *May 31, 9:30-11:30am, Northwest Compass*
4. Ending Homeless in Suburban Cook County, *May 31, 2-4:30pm, Catholic Charities, Des Plaines*

Next meeting: June 26, 2018

CALENDAR FOR 2018

Date	Item	Status
	1. Planning for Strategic Plan Retreat	

05.07.2018 Project Prioritization Meeting
Conference Call

Attending: Lubertha Mercer, Carol Gsell, John McNabola, Valencia Whitely, Cristy Harris, Kaitlin Aldworth, Gabriella Arias, Armando Smith, Don Donahue, Khen Nickele

Khen reported that the 2018 NOFA process had begun with the request by HUD for the completion of the Grant Inventory Worksheet. The committee needs to complete the updating of the New Project instrument, review and make suggestions to the Alliance Reallocation Plan, and consider modifying the just Board adopted 2018 Renewal instrument to address a newly arisen question: if a project signs an agreement with HUD to increase the number of housing units a project has contracted for how can that be incorporated into the Renewal scoring instrument.

The New Project Written instrument was reviewed and the following modifications to the 2017 instrument were agreed upon: Joint Transitional Housing/Rapid ReHousing as a type of Permanent Housing Project will be added to the header of the New Project instrument; the Threshold question on Leverage will be changed to a 1 point bonus question as HUD is no longer focused on leverage but the Alliance yet values at least 1:1 leverage; question III-A will operationalize using HMIS well as having scored 11-13 points on the HMIS section of the Renewal instrument, 8-10 as having scored adequately, and less than 8 as scoring inadequately; question III-D will have reduced points with operating successfully getting 4 points instead of 6, and proposed resources and programmatic expertise 2 points instead of 4; III-FGHI will all be scored similarly with the best score for each of these questions garnering 3 points, the middle score being 1 point, the lowest score being 0 as all four questions are looking at similar issues and so ought be treated similarly; the Written instrument will be worth a maximum of 53 points, down 8 points from last year's scoring; on the New Oral instrument the only change will be reducing the scoring of question F, bonus points if the Project is focused on providing new units in the South CBSA area from last year's 5 points to this year's 4. This is seen as a means to locate units where the Alliance yet has the greatest need yet take into account that with Coordinated Entry units are available across the entire Continuum based on need yet acknowledging that persons continue to prefer to remain nearer their home communities. The Oral instrument maximum score will be 34 in 2018, down 1 point from 2017's 35. The Total New Project score will be 87, down from last year's 96.

The committee turned to the Board's request to address the issue of projects modifying their contract with HUD and providing more units of housing as they have found it cheaper to house individuals and families than when the original project was planned or have found other savings to make this possible. After discussion members agreed this was clearly a way of strengthening the Continuum. They also agreed that projects should be encouraged to create more units when they have had repeated budget surplus and that past recapture average should not be calculated in determining involuntary reallocation as already occurs for other actions that strengthens the Continuum. To this end question III-C of the Renewal instrument should include adding units thru contractual agreement with HUD to the list of actions that are seen as strengthening the Continuum. Such Projects would score 3 points on question III-C and 0 points on III-D of the 2018 Renewal Project instrument if approved by the Board.

The Alliance proposed 2018 Reallocation Plan will be addressed at Prioritization's June meeting.

The meeting adjourned at 11:00 after agreeing to have its June meeting as a face to face meeting at the Alliance Office. It will be June 4 at 9:30.

Submitted by Khen Nickele, Chair

**Alliance to End Homelessness in Suburban Cook County
2018 HUD NOFA Ranking Form
Renewal Project**

proposed 05-25-18

Project: _____

II. Applicant agency works to strengthen the Continuum (Maximum of 8 points)			
A. Current Attendance at CBSA Meetings	70% or more: 3 points <70%: 0 points		
B. Participation in Continuum of Care Activities Active in Alliance or CBSA Committee(s)	Yes: 2 points No: 0 points		
C. Project has strengthened the Continuum since January 1, 2014 by combining existing project with any other Continuum funded project; by converting to a permanent housing type; taking over project from a prior grantee; or has increased its number of units thru a signed HUD contractual amendment	Yes: 3points No: 0 points		
D. Project scored 3 points on Question II C above: from the following options: Project's most recent 3 year renewal recapture average is 2% or less: OR Project's most recent 3 year renewal recapture is more than 2% but is giving 100% of the balance to the Alliance for reallocation: OR Project's most recent 3 year renewal recapture average is more than 2% and chooses not to reallocate the balance back to the Alliance: OR Project has not completed 3 renewals:	Yes: 0 points No: then score 3 points 3 points -3 points 2 points		
Category II Total Points			

III. HMIS Performance meets Continuum standards and expectations (Maximum of 13 points)			
A . Data Completeness	Maintains complete client level data in HMIS for this project as shown in Data Quality Reports submitted quarterly on December 22, 2017 and March 23, 2018 due dates for the period from October 1, 2017 thru September 30, 2018 for the following data elements: 1) Client Veteran Status," HUD verification" of Disabling Condition sub-assessment, and "HUD verification" of Health Insurance sub-assessment 1 point shall be awarded for each of the three specified elements when the data averages at least 95% complete. 0.5 points shall be awarded for each element when the data averages between 90-94.99% Complete		

**Alliance to End Homelessness in Suburban Cook County
2018 HUD NOFA Ranking Form
Renewal Project**

proposed 05-25-18

Project: _____

<p>2) Chronic Homeless Assessment (applies to completion of all required data elements on the Chronic Homeless Assessment) 3 points shall be awarded when data is at least 95% complete. 1.5 points shall be awarded when data is 90-94.99% complete. (maximum 6 points)</p>	
<p>B. Timeliness of Report Submission. A maximum of 1 point shall be awarded when the Data Quality Reports are submitted by the report deadline with each quarter pro-rated based on the number of relevant quarters (maximum 1 point)</p>	
<p>C. Participation in HMIS User Group Meetings – Project shall receive 1 point for attendance at each of the three HMIS User Group Meetings held September 2017, February 2018, May 2018 (maximum 3 points)</p>	
<p>D. Accurate Enrollment –A point-in-time count report is run for the last Wednesday of each month –October 2017 thru March 2018 no earlier than the 6th business day of the following month. Project shall be awarded 0.5 point for each month that the report 1) varied by 5% or less from the project’s actual client count for that night as confirmed quarterly by project staff <i>and</i> 2) was submitted by deadline for quarterly confirmation (maximum 3 points)</p>	
Category III Total Points	
<p>IV. Other Performance related to meeting Continuum standards and expectations (Maximum of 16 points)</p>	
<p>A. Project demonstrates effective utilization of an ongoing evaluation and quality improvement process. Score 2 points if a GOOD example is given in application 1 point if a fair example is given 0 points if a poor or no example is given (This must be project specific and not overall agency issue)</p>	
<p>B. Does the project conduct anonymous customer satisfaction surveys or utilize alternative methods of anonymous feedback? Yes: 1 point No: 0 points</p>	
<p>C. Does the project provide a structured opportunity for feedback to all who exit regardless of reason for leaving? Yes: 1 point No: 0 points</p>	
<p>D. Is customer feedback presented to the Board of Directors? Yes: 1 point No: 0 points</p>	

**Alliance to End Homelessness in Suburban Cook County
2018 HUD NOFA Ranking Form
Renewal Project**

proposed 05-25-18

Project: _____

<p>E. Is there a person with lived experience involved in the agency's decision making process? Yes: 1 point No: 0 points</p>	
<p>F. Project has a focus on coordination with mainstream resources (SSI, SSDI, TANF, Medicaid or Marketplace Insurance, Food Stamps, All Kids, WIA, Veterans Health Care) in order to maximize benefits for the individual Yes: 2 points No: 0 points</p>	
<p>G. Housing criteria (score by type of project and by size for some questions) FOR Permanent Supportive Housing Projects % of clients in the Housing Stability Criteria of the APR scored if a LARGE Project (13 units or more) 92% or higher: 3 points 82-91.99%: 2 points Below 82%: 0 points if a SMALL Project (12 units or less) 87% or higher: 3 points 80-86.99%: 2 points Below 80%: 0 points FOR all Rapid Rehousing Projects % of clients who moved to permanent housing at exit 90% or higher: 3 points 80-89.99%: 2 points Below 80%: 0 points FOR all Transitional Housing Projects % of TH clients who moved to permanent housing at exit. 80% or higher: 3 points 70-79.99%: 2 points Below 70%: 0 points FOR Safe Haven % of existing clients who moved to permanent housing. 50% or higher: 3 points 30-49.99%: 2 points Below 30%: 0 points</p>	
<p>H. Employment Income criteria (for all project types/sizes) 20% or more of clients, leavers and stayers, had income from employment: 2 points 6-19.99%: 1 point Below 6%: 0 points</p>	
<p>I. Increased Resources (for all project types/sizes) % of clients who increased their resources thru employment or other income while enrolled in the project 25% or higher: 3 points 15-24.99%: 2 points Below 15%: 0 points</p>	
<p>J. Occupancy Rate: This question will not be scored this year Based on the average occupancy rate of UNITS (not beds) using the monthly Point-in-Time counts from HMIS beginning with July 2017. 93-100% occupancy: 0 points or 85-92.9% occupancy : 0 points or 76-84.9% occupancy: 0 points or Below 76% occupancy: 0 points</p>	

**Alliance to End Homelessness in Suburban Cook County
 2018 HUD NOFA Ranking Form
 Renewal Project**

proposed 05-25-18

Project: _____

Category IV Total Points	
V. Coordinated Entry (Maximum 10 points)	
A. Starting January 1, 2018 PSH project followed the CE protocols for accepting or appealing referrals and for filling all vacancies thru CE Yes: 3 points No: 0 points Not applicable: 3 points	
B. For referrals since January 1, 2018 PSH project – Average number of days to house clients after referral. Results exclude exemptions communicated thru proper protocols to the CE Team 30 days or less: 3 points 31-45 days: 2 points 46-60 days: 1 point More than 60 days: 0 points Not applicable: 2points	
C. Since March 1, 2018 PSH Project participation in 75% of required Alliance or CE Led Case Conferencing Yes: 2 points No: 0 points Not applicable: 2 points	
D. Project staff, (housing project staff, managers, directors or agency ED's) participated in CE training from 5/1/2017 – 6/30/2018 <ul style="list-style-type: none"> • One or more attended CE Basic Training and at least 2 additional required courses: 2 points • One or more attended CE Basic Training: 1 point • No staff attended CE Basic Training: 0 points 	
Category V Total Points	

**Alliance to End Homelessness in Suburban Cook County
2018 HUD NOFA Ranking Form
Renewal Project**

proposed 05-25-18

Project: _____

Category I (out of 17)	
Category II (out of 8)	
Category III (out of 13)	
Category IV (out of 16 points)	
Category V (out of 10 points)	
BONUS: In the current year has your program housed/is housing a person convicted as a sex offender or arsonist Yes 1 point No 0 points	
GRAND TOTAL with bonus (maximum 65 points)	

<p>Tiebreaker: If more than one project has the same score projects shall be ranked at that score based upon their Housing to Services Ratio with the highest ratio being ranked first and then others in descending order</p> <p>Calculating the Housing to Services Ratio Housing dollars requested for operating, rental assistance or leasing = _____</p> <p>Service dollars requested for supportive services = _____ (Exclude HMIS and admin dollars from either side of ratio)</p> <p>Divide the housing dollars by the service dollars to get the ratio This Project's Housing to Services Ratio Is:</p>	
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NEW PERMANENT HOUSING PROJECT (Permanent Supportive Housing, Rapid Re-Housing, or Joint Transitional Housing/Rapid ReHousing) WRITTEN Proposal Review
 Project: _____

THRESHOLD QUESTIONS: require YES

Yes/No	Criteria	Comments
	The project meets HUD NOFA eligibility criteria.	
	The project serves persons who meet HUD's NOFA definition of homeless.	
	Amount of matching funds meets HUD's standards and corroborative written agreements are included.	
	Leverage amount is at least dollar for dollar and corroborative written agreements are included.	
	Lead agency has current (within past 18 months) audit without findings or sufficient explanation with corrective action.	

Category	Points Awarded
I. Project Meets Need of Continuum (Maximum of 20 16points)	
A. Population Served Families with minor children:-6 4points or Individuals or families without minor children:-4 2points	
B. Primary Sub-population Served (100% of beds dedicated to this sub-population) Chronically homeless Yes-4 2 points No 0 points	
C. Less Restrictive Eligibility Criteria: maximum 5 points (see Alliance application form)	
D. Low Demand Service Model: maximum 5 points (see Alliance application form)	
Category I Total Points	

II. Applicant Agency Works to Strengthen the Continuum (Maximum of 5 points)	
A. Attendance at CBSA Meetings: 70% or more: 3 points < 70%: 0 points	
B. Participation in Continuum of Care Activities: Active in Alliance or CBSA committees Yes: 2 points No: 0 points	
Category II Total Points	

NEW PERMANENT HOUSING PROJECT (Permanent Supportive Housing, Rapid Re-Housing, or Joint Transitional Housing/Rapid ReHousing) WRITTEN Proposal Review
 Project: _____

III. Project Will Meet Continuum Standards and Expectations (Maximum 36 31 points)	
<p>A. Is agency able to effectively participate in the Alliance HMIS system as evidenced by either: Currently using HMIS well (scored 11-13 points for Category III on 2018 Alliance Renewal Instrument): 5 points Currently using HMIS adequately (scored 8-10 points for Category III on 2018 Alliance Renewal Instrument): 3 points Currently using HMIS inadequately (scored less than 8 points for Category III on 2018 Alliance Renewal Instrument): 0 points</p> <p>OR</p> <p>Not currently part of HMIS but has a strong HMIS plan: 3 points Not currently part of HMIS but has an adequate HMIS plan: 1 point Not currently part of HMIS and has no or a very poor HMIS plan: 0 points</p>	
<p>B. Agency or partnership demonstrates strong fiscal capacity in proportion to project budget (i.e. HUD request is in reasonable proportion to agency/partnership budget and/or has been operating similar financially sized projects) High capacity: 6 points or Probable capacity: 3 points or Unlikely: 0 points</p>	
<p>C. Project demonstrates capacity to coordinate with mainstream resources (SSI, SSDI, TANF, Medicaid or Marketplace Insurance, Food Stamps, All Kids, WIA, Veterans Health Care) by identifying adequate staff to provide comprehensive service linkages for clients. Yes: 2 points No: 0 points</p>	
<p>D. Agency or partnership demonstrates programmatic ability to implement and operate project successfully as it has been operating similar projects successfully: 6 4 points or as evidenced by proposed resources and programmatic expertise: 4 2 points or it does not seem likely that project will be operated successfully: 0 points</p>	
<p>E. Projected staffing resources is appropriate for project Yes: 2 points No: 0 points</p>	
<p>F. There is a plan outlined for an evaluation and quality improvement process for this project. It is a good plan with a good quality improvement process: 2 3 points It is an adequate plan and process: 1 point It is a weak/poor plan and process: 0 points</p>	
<p>G. This project outlines how it will assist clients who are achieving their goals to, at the appropriate time, move to other permanent housing. It is a good plan: 3 points It is a weak plan: 1 point It does not address the issue: 0 points</p>	

NEW PERMANENT HOUSING PROJECT (Permanent Supportive Housing, Rapid Re-Housing, or Joint Transitional Housing/Rapid ReHousing) WRITTEN Proposal Review
 Project: _____

H. The type, frequency and duration of the supportive services proposed fit the needs of the population to be served.	It meets their needs well: _____ 5 3points It meets their needs satisfactorily: _____ 3 1points It does not meet their needs: _____ 0 points	
I. This project outlines a plan that will increase client income.	It is an excellent plan: _____ 5 3points It is a satisfactory plan: _____ 3 1points It has no plan: _____ 0 points	
Category III Total Points		

Written Scoring Summary		
	Category I (out of 20 16points)	
	Category II (out of 5 points)	
	Category III (out of 36 31points)	
Bonus: Project has at least 1:1 leverage dollars	Yes (1 point)	
WRITTEN Review Total (maximum 64 53points)		

Please calculate this ratio but it will only be used if there is a tie in the Final Score between New Projects

<p>How to determine the Housing to Services Ratio</p> <p>1) Total the Housing dollars requested for operating, leasing, constr/rehab/acquis. = _____</p> <p>2) Total the Service dollars requested for supportive services only = _____</p> <p>(NOTE: Do not include HMIS or Administration dollars for either side.)</p> <p>3) Divide Housing dollars requested by Service dollars requested to get the ratio</p>	<p>For this project the requested dollars Housing/Services Ratio =</p>
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NEW PERMANENT HOUSING PROJECT (Permanent Supportive Housing, Rapid Re-Housing, or Joint Transitional Housing/Rapid ReHousing) WRITTEN Proposal Review
Project: _____

HUD 2018 New Project ORAL score sheet Proposed 5-25-18

Project NAME: _____

Questions A thru C are to be scored in a range from 0 (lowest score) thru 5 (best score) using the anchor statements as guides. They thus can get a score of 0, 1, 2, 3, 4, or 5.

A. Low Demand/Less Restrictive Eligibility

The Presenters:

1. Really understand what these terms mean and what that requires so that the project can continue to work with the individual even with problematic behaviors related to substance use or mental health issues (5 points)
2. Have an intellectual understanding of these terms and will work towards implementing them but have not fully thought thru the implementation requirements and so implementation will initially be less than what the terms mean (3 points)
3. Have an intellectual understanding of the terms but have not well planned how the project will deal with the significant mental health/substance use issues that will arise (0 points)

SCORE: _____

B. Working Well with Other Providers and Resources to Likely Improve Outcomes

The Presenters:

1. Really understand that not only should a project have not just within the agency or within the agency and its partner providers the broad array of likely supports needed but to also have a wide array of other contacts/working relationships to assist in meeting less frequently occurring issues individuals may have (5 points)
2. Have an intellectual understanding of these terms, have a good network of outside resources if needed, but really seem to see the project by itself as being able to meet all of an individual's needs (3 points)
3. Have some understanding of these terms, have minimal outside resources, but have not yet established an outside network if needed (0 points)

SCORE: _____

HUD 2018 New Project ORAL score sheet Proposed 5-25-18

Project NAME: _____

E. Overall Sense

This presentation gave a good understanding of the proposed project and how it would benefit the individuals served and the Continuum of Care.

- I strongly agree: 5 points
- I agree: 3 points
- I disagree: 0 points

SCORE: _____

F. Bonus

This project meets the disparity in Permanent Housing resources that currently are available in the South compared to the West and North. yes: ~~5~~4 no: 0

SCORE: _____

Oral Review Total _____ (maximum ~~35~~34)

NEW PROJECT FINAL SCORE

ORAL TOTAL: _____ (maximum ~~35~~34)

WRITTEN TOTAL: _____ (maximum ~~61~~53)

FINAL SCORE: _____ (maximum ~~96~~87)

**Tenets of Project Review by the
Alliance to End Homelessness in Suburban Cook County**

Adopted January 30, 2009; ADOPTED Revision 05-26-17

1. In advance of the NOFA season, applicants and potential applicants shall be involved in decision-making about the project review process in a way that maximizes collaboration to the greatest extent feasible. Examples include but are not limited to building partnerships for new projects at the CBSA level and participating in renewal roundtables. The Alliance Board may consider Continuum strategic planning goals, HUD priorities, and aggregate data about its system in determining the priorities for the project review process each year.

2. The Alliance Board of Directors establishes all project review policies and priorities, the specifics of which may vary from year to year. The Board is charged with ensuring that project review decisions are fair to both new and renewal applicants. All directors may vote on project review decisions that are about the process in general and not about specific projects.

3. The selection process may require a Letter of Intent (LOI) to be submitted by renewal and potential new projects by a deadline. While a LOI must be submitted in order for a project to proceed to an application, it is used for planning purposes by the Alliance and not for screening out potential applicants. Previously awarded projects that are not yet in operation shall submit a status report to the Alliance by the same deadline. If the status report suggests delays or setbacks that impact timely implementation, the Alliance may request quarterly or monthly updates until the project is in operation.

4. Alliance Staff's role in the project review process shall be as an impartial facilitator. The director can create scenarios involving hypothetical or actual projects but does not choose or recommend any particular path. Staff helps applicants to understand factors such as eligibility, funding caps, HUD rules, and Continuum priorities. While the director may actively promote new project ideas and provide technical assistance, staff will not show preferential treatment to any application.

5. Projects in transition or closing shall notify the Alliance in a timely manner. The Alliance is here to help and to prevent gaps in services.

6. The Alliance Board and staff shall promote the efforts of projects to align with HUD and Continuum goals, including coordinated entry. The Alliance shall create mechanisms to allow projects to amend their project design or focus. These too may include Board policy decisions, staff support, and technical assistance. The Alliance executive director shall advise project applicants on the strategic realignment of their projects to fit HUD and Continuum goals.

7. The Project Prioritization Committee shall develop and recommend evaluation instruments to be used in ranking HUD renewal and new projects. The Project Review Panel shall utilize the Board adopted evaluation instruments in ranking proposals. The Chairperson of the Project Prioritization Committee will also chair the Project Review Panel.

8. Within the policies set by the Alliance Board, the Project Review Panel is charged with making a qualitative assessment of eligible new and renewal projects and recommending a ranking list for Board approval. The Project Review Panel may make Go/No Go recommendations about accepting or rejecting new project applications. The Panel's recommendations may also include reductions in budgets that are informed by Outcome Evaluation results, information presented to the Project Review Panel in the written application or the project presentation, and/or the specific guidance given to the task group by the Board or Executive Committee about Continuum-wide goals.

9. The Project Prioritization Committee chair shall provide written reports to inform Board decision-making to the greatest extent possible. The Project Prioritization Committee and the Project Review Panel recommendations are shared with projects in advance of a Board decision to give impacted parties the opportunity to review and respond to the recommendations. If agencies wish to develop a counterproposal to the recommendations, they are advised to discuss and vet those scenarios with the Alliance executive director and the Project Prioritization Committee chair.

10. Project Review Panel members must not be representatives of any applicant. Project Review Panel members must sign an Ethics Protocol that asserts this conflict of interest policy and the confidentiality of project review proceedings.

11. The Project Review Panel is ultimately advisory, and the authority to accept or revise a ranking list lies with the Board of Directors. The Board acknowledges that it does not have access to the breadth of information that the Project Review Panel uses in its deliberations, and the Board gives significant weight to the Project Review Panel's ranking recommendations. Directors representing a project on the ranking list must abstain from voting on the ranking list.

12. All decisions related to project review and ranking may be appealed, per the Alliance bylaws, to the Executive Committee. Because of the nature of NOFA timing and deadlines, the window to make an appeal may be shortened from 15 business days to a minimum of two (2) business days. If the Executive Committee is not the appropriate venue for action (e.g., if all but two executive committee members have conflicts of interest that preclude them from voting on the appeal), then the Board Chair may appoint a Special Appeal Committee of 3-7 Board Members who have no conflict of interest to take final action to decide the appeal.

SUB COOK ZERO

Agenda Items:

- Built for Zero updates
- Reporting
- Coordinated Entry

March Veteran Data:

Total Active	63
LOT ID to House	167
Placements	9
Inactive	6
Newly Identified	15
Returned from housed	0
Returned from Inactive	0
Total CH Vets	8

March Chronic Data:

Total Active	243
LOT ID to House	263
Placements	4
Inactive	26
No longer meet criteria	0
# newly identified CH or "aging in"	35
# returned from housed	0
# returned from inactive	0

Date: 5/17/18 **Attendees:** Bethany Maynard-Moody (Alliance); Jessica Ellenwood (Housing Forward); Jake Bradley (Housing Forward); Robena Morgan (SSPADS); Kathleen Monforton (Thresholds); Mario Avila (BEDS); Larsarene Alexander (Aunt Martha's); Genea Moore (Aunt Martha's); Dani Mendez (Alliance); Erin Mangano (Hines VA); Michelle Dubil (Journeys); Holly Rotman-Zaid (Housing Forward); Fallon Lowers (Impact); Patricia Stokes (Housing Forward); Erik Nelson (Northwest Compass); Stephanie Dowell (Catholic Charities); Lukasz Obrochta (Heartland Alliance Health); Robena Morgan (SSPADS); Shunta McGee (Thresholds); Lynn Suchwalko (Alliance); Jeff Ayonb (Connections); Frank Lowe (Respond Now)

Zero: 2016 Updates

- Built for Zero updates & progress on reaching functional zero for Vet's and Chronic
 - Veteran Aim Statement: Reduce the number of actively homeless Veterans to 44 by June.
 - Currently, 63 Veterans on BNL
 - Chronic Aim Statement: Reduce the number of actively homeless CH to 150 by June.
 - Currently, 265 Chronic households on the BNL
 - In March there were 170 chronic households w/o a VI-SPDAT, so the group set a goal to reduce that number to 112. As of 5.16.18, only 115 chronic households were left without a VI-SPDAT.
 - Journey's, BEDS, and SSPADS did especially well reducing the number of CH households without VI-SPDAT's at their agencies.
 - While that is really good news, still approximately 50% of the total CH households on the BNL do not have VI-SPDAT's or the CE ROI which makes it difficult to offer housing to them.
 - CE Update
 - Make sure to attend trainings this summer, especially the CE annual update in July.
 - RRH will now be matched through CES.
 - VA Updates:
 - SSVF RRH resolution pilot in Chicago
 - Outreach continuing
 - Next month review goals for the next learning cycle (July-October).

Next Meeting: 6.21.18 | TBD North location

BUILT FOR ZERO COMMITTEE NEWSLETTER

APRIL 2018

APRIL MEETING TAKEAWAYS

CE UPDATES:

- During our April meeting, we had two Homebase Technical Assistance contractors walk us through a webinar on documenting chronic homelessness. Presenters included very useful information on the following topics:
 - Why eligibility documentation matters
 - Definitions of literal homelessness and chronic homelessness
 - How to document clients as chronic, and which types of verification are acceptable in different situations.

HMIS UPDATES:

- Reminder that training schedules are posted, so

please sign up! Especially for the mandatory ones ☐

- Contact Cristy Harris (HF) or Bethany Maynard-Moody (Alliance) for any questions about HMIS agency reports.

VETERAN UPDATES:

- Please reach out to the Veterans staying in your shelters and provide the VA with information on their plans for over the summer when shelters are closed so that VA outreach still has a way to contact the clients!
- *We are conducting some data analysis to make sure that we have the correct Functional Zero number for Veterans. We think "Zero" might be a little higher than we thought. More to come on this after we parse through this information!

ZERO UPDATES

We are trying to feature a client success story to accompany the newsletter every few months. Please send Erin Mangano (Hines VA) any submissions you have for your clients and the great work you are doing to be featured!

March 2018 numbers:

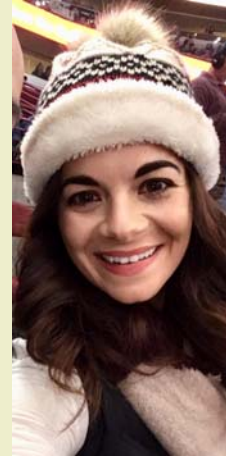
243 Chronically Homeless*

63 Homeless Veterans

Our aim statements:

- To decrease our chronic number to 150 actively chronically homeless individuals by June 2018.
- To reduce our Veteran number to be at 44 actively homeless Veterans* by June 2018.

COMMITTEE MEMBER SPOTLIGHT



Meet: Erin Mangano

One of our Zero co-chairs, Erin, currently works at Edward Hines, Jr. VA hospital. She has been working in the Hines Healthcare for Homeless Veterans (HCHV) program since 2012. Erin still does direct practice with clients, but has moved away from it as bit by bit she has taken over more administrative responsibilities within the agency, including SSVF Point of Contact and Veteran By Name List ball holder.

Erin grew up in LaGrange, IL and now resides in the South Suburbs of Chicago. When she's not trying to end Vet homelessness, she enjoys traveling with her husband (who is a US Army Vet), cooking, chronically rearranging her home décor, and playing with her dog, Hank Williams, Jr. This summer she is looking forward to hanging out with her nieces, seeing some live music, and being outside.

Progress Graphs (up to March 2018)

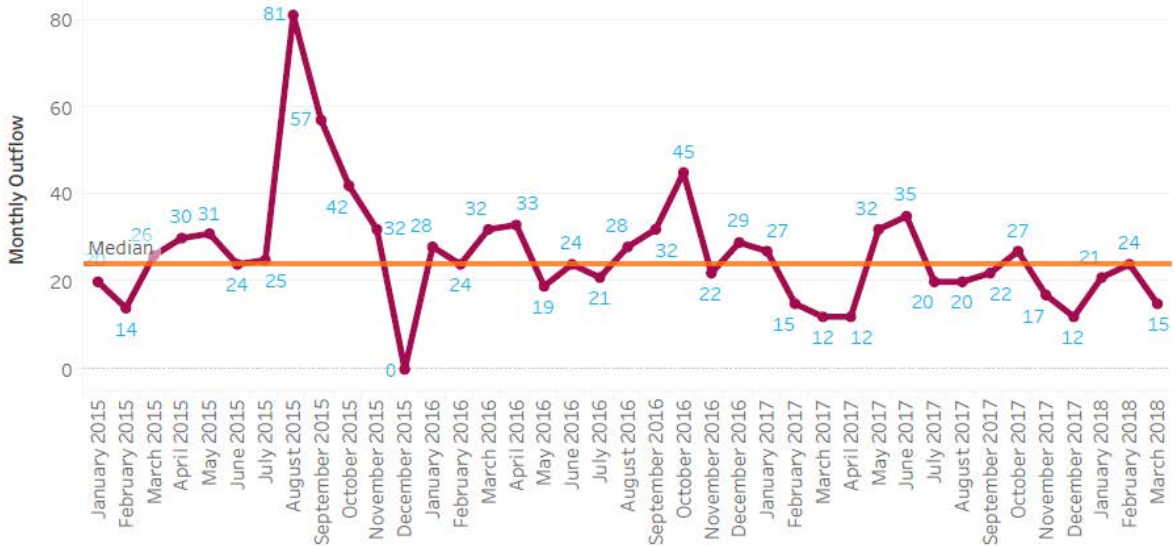
Cook County CoC

Actively Homeless # for Veteran

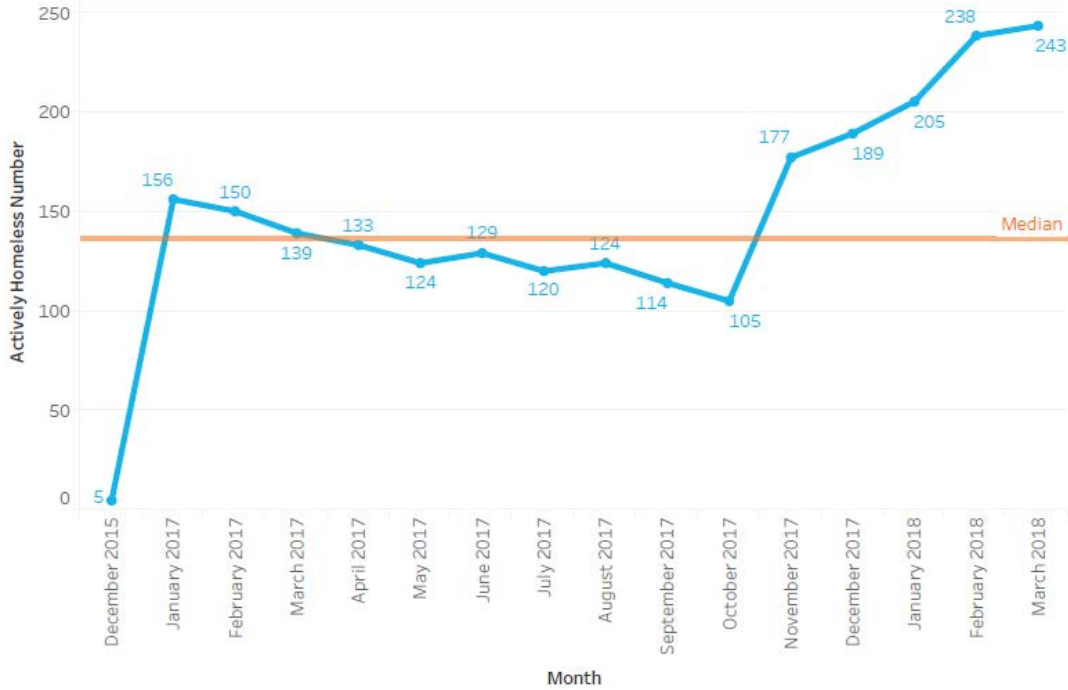


Cook County CoC

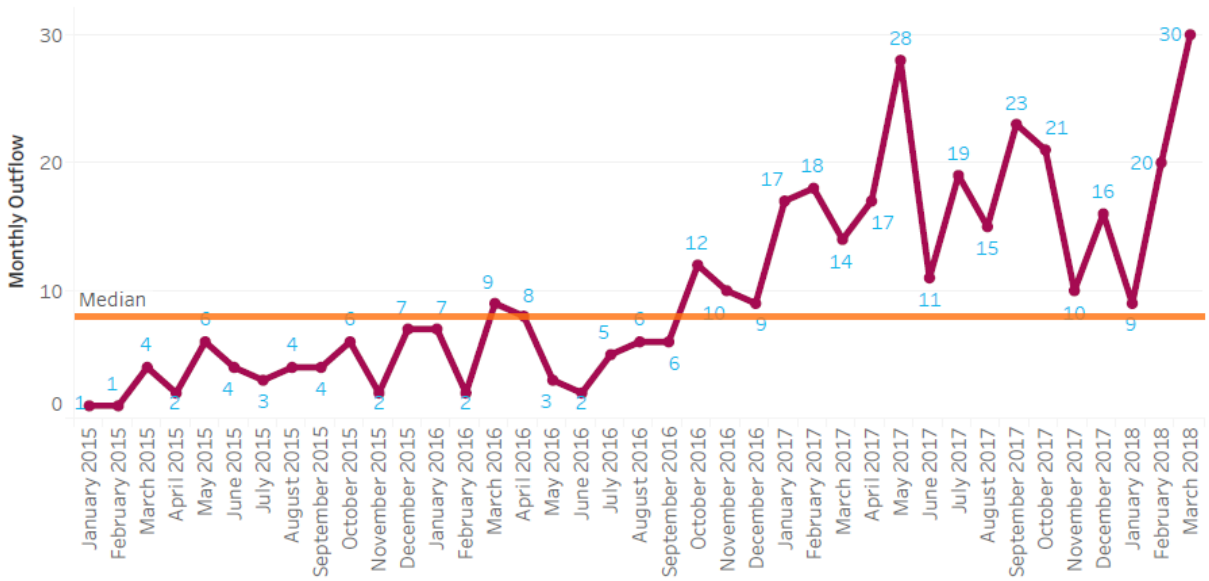
Outflow Total for Veteran



Cook County CoC
Actively Homeless # for Chronic



Cook County CoC
Outflow Total for Chronic



Agenda Items:

- Introductions
- Funding Available
- Sub. CC report
- Coordinated Entry

Date: 05/15/18

Attendees: Delsie Ascencio, Joann Boblick, Alene Rutzky, Cristy Harris, Bryan Dunlap, Kaitlin Aldworth, Mallorie Marsh, Donielle Dial, Wendy Avila, Angela Christian, Romiesha Tucker, Luiz Barbosa, Bethany Maynard-Moody, Dani Mendez, Lynn Suchwalko, Anita Alvarado, Rebecca Thomas, Anne Campbell, Sonia Ivanov, Kurt Runge, Roberto Montejano, Victoria Verces

Minutes

The banker agencies reported their expenditures for IDHS HP funds. The South and West have disbursed all their IDHS HP Fund. The North reported having about \$34,000 left on HP Fund to be disbursed by June 30th. The banker for the North has launched a comprehensive communication and outreach campaign about financial assistance, which included coverage in the press, specific outreach activities with community groups, townships staff, schools, and other non-profits, as well as targeted communications. It appears that this campaign has created positive results. Connections and portal agencies are now spending around \$12,000 a week. Other agencies reported on their small funds available to assist clients. Roberto Montejano, from CEDA, talked about their CSBG Funds and he encouraged agencies to apply for their fund this coming year.

Mallorie and Wendy presented and discussed the Call Center reports for April. They explained their charts and responded to questions and concerns regarding the referral process.

Kurt reported that the Alliance to End Homelessness is creating a new strategic plan, and he asked the help of partner agencies to identify the issues and priorities that should be addressed in the next three years to accomplish goals to prevent and end homelessness in suburban Cook County. There will be four planning sessions: May 30th and 31st.

Cristy Harris gave an update on the status of the HP Targeting Pilot, where HP funds will be used to prioritize the most vulnerable eligible applicants. Some difficulties related to the length of calls were discussed. The HP funds is to be allocated through the Coordinated Entry and through this targeting pilot information will be gathered and results will be evaluated before a permanent system is implemented.

Due Date	Item	Status

spend
New Goals will be established after the new Strategic Plan has been developed.

Advocacy Committee Notes

Attendance: Kelly Kucharski, Journey's The Road Home; Alaina Duca with DCFS; Leatha Scott, CEDA; Genea Moore, Aunt Martha's; Lisa Lew, Clearbrook Supportive Housing; Cristina Lindstrom, Respond Now; Troy O'Quin, Thorton Township; Anne Campbell, Connections of Illinois; Vince Heneghan, Impact Behavioral Health; Bill Marquardt, Maryville Academy; Larsarene Alexander, Aunt Martha's; David Petering, CEDA; David Esposito, SHPA (Supportive Housing Provider's Association); Cristy Wessel, Michelle Mussman's office; Javon Harris, Beds Plus; Sue Loellbach, Connections for the Homeless, Joining Forces for Affordable Housing; Village of Skokie; Liz Carretero, Resurrection project

1. Purpose and expectations of the committee
 - a. What do we mean by advocacy?
 - i. Shaping policies, programs, and budgets on the local, county, state, and Federal level
 - b. Purpose
 - i. Identify shared advocacy priorities that will help suburban Cook County more effectively end homelessness (i.e. more funding, better programs, new legislation, etc.)
 - ii. Develop and implement a coordinated strategy to advocate for those priorities (i.e. call-in day, fill out witness slips in support or against legislation, educating the community and public officials to try and influence public opinion, etc)
 - iii. Build power and involvement of key Alliance stakeholders in advocacy actions (i.e. member agency staff, people who are homeless or have experienced homelessness)
 - c. Potential short-term goals
2. State budget overview and actions
 - a. Lawmakers might vote on a budget by the end of the month. Given the election and budget deficit, it will be a challenge to push for additional funding.
 - b. Priorities include:
 - i. Increase homeless prevention program by \$2 million
 - ii. Increase Supportive Housing line items by \$2.9 million
 - iii. Increase Emergency and Transitional Housing by \$1 million
 - c. We need to push for more funding (we can't get anything if we don't ask), and at the least, programs need to hold the line (no more cuts!)
 - d. Strategy:
 - i. Kurt will send out advocacy materials (one-pager on priorities)
 - ii. Between now and 5/22, committee members will contact State House and Senate appropriation committee members in your district or your organization's district to highlight our priorities (see list below).
 1. Send email with priorities attached and personalized note and write emails to their legislators.
 2. Sue L to reach out to Robyn G, Vice Chair of House Appropriations Committee
 3. Alliance to email letter to all committee members
 - iii. Call in day Tuesday the 22nd
 1. Stay-tuned for a call-in script that will be sent the morning of 5/22
3. Discussion of draft advocacy priorities (see advocacy priorities document)
 - a. Flex pool

- i. SHPA is interested in local advocacy campaigns.
 - ii. Stay-tuned for SHPA roundtables on the flexible housing pool
 - b. State budget
 - i. Additional priorities to consider
 - 1. Advocate against proposed Medicaid rate cuts
 - a. Because of approval of 1115 waiver. Cut or reduce rate.
 - 2. Minimum wage increases
- 4. Selection of co-chairs and regular meeting time
 - a. Hugh Brady wasn't on the call, but he was recommended as a potential co-chair
 - b. Sue L would consider being a co-chair
 - c. Anyone else who is interested should email kurt@suburbancook.org before the next meeting
- 5. Potential goals for group
 - a. Story-banking to have materials ready in advance for elected officials
 - b. More in-district meetings about our priorities (local and Federal)
 - c. Map out which orgs are involved in committee and who their representatives are (*added after meeting*)
- 6. Next steps
 - a. Budget advocacy actions in the next week
 - i. Sue to reach out to Robyn Gabel to give fact sheet, discuss priorities, and give her Kurt and David's (SHPA) contact info
 - ii. Alliance to email all appropriation committee members in the suburbs our priorities
 - iii. Between now and 5/22, write a personalized email to an appropriations committee members near where you live or work (if you don't have one, email the committee chair Greg Harris: greg@gregharris.org). Sample language is below. The list of appropriation committee members is also below, and you can search for your representatives and their contact info using the following link: <http://www.elections.il.gov/districtlocator/addressfinder.aspx>
 - iv. Advocacy Committee do call-in action Tuesday 5/22 and get other colleagues to do same (stay-tuned for email to group and script).
 - v. Sign-onto prevention letter:
 - b. If interested in being co-chair, email kurt@suburbancook.org
 - c. Next call: June 20, 9:30-10:30am