
Part I: CoC Organizational Structure

HUD-Defined CoC Name:*	CoC Number*
Northeast Minnesota CoC	MN 504

A: CoC Lead Organization Chart

CoC Lead Organization: Northeast Minnesota Continuum of Care		
CoC Contact Person: Patty Beech		
Contact Person's Organization Name: Northeast Minnesota Continuum of Care		
Street Address: 394 South Lake Avenue, Office #405		
City: Duluth	State: MN	Zip: 55802
Phone Number: 218-525-4957	Fax Number: 218-525-4957	
Email Address: pbeech@cpinternet.com		

B: CoC Geography Chart

Geographic Area Name	6-digit Code
Aitkin County	279001
Carlton County	279017
Cook County	279031
Itasca County	279061

Geographic Area Name	6-digit Code
Koochiching County	279071
Lake County	279075

CoC Structure and Decision-Making Processes

C: CoC Groups and Meetings Chart

CoC-Related Planning Groups		Meeting Frequency (check only one column)				Enter the number of organizations/entities that are members of each CoC planning group listed on this chart.
		At Least Monthly	At Least Quarterly	At Least Biannually	Annually	
Name:	NE Continuum of Care Committee	X				30
Role:	The CoC Committee coordinates regional housing and homelessness services, prioritizes CoC system gaps, identifies/implements strategies to fill these gaps and conducts discharge planning..					
Other CoC Committees, Sub-Committees, Workgroups, etc.						
Name:	Mainstream Resources Committee/Ending Homelessness in NE MN Steering Committee	X				13
Role:	Representatives of 3 reservations, 7 counties and nonprofits oversee administration of a \$1.5 million grant for supportive services for persons experiencing long term homelessness. This group identifies and links service providers to new or underutilized resources for delivering high quality services to homeless individuals within Northeastern Minnesota.					
Name:	SuperNOFA Application Review Committee				X	10
Role:	This CoC committee reviews and ranks new and renewal SHP and S+C Projects, using APR results, budget analysis, HUD monitoring findings, client surveys, and CoC priorities.					
Name:	Strategic Planning Committee		X			5
Role:	This CoC Committee develops the CoC strategic plan and Plan to End Homelessness, regularly reviews progress toward plan goals, and annually identifies progress in plan implementation.					
Name:	Northeast MN HMIS User Group			X		12
Role:	Representatives of organizations that utilize HMIS meet as a peer network to solve problems with the use of HMIS and help each other better utilize HMIS results within agencies and within the region.					
Name:	Aitkin County Homelessness Coalition	X				15
Role:	Members coordinate services and housing for the homeless, lead data collection, implement community awareness, and communicate needs and priorities to the CoC.					
Name:	Carlton County Basic Needs Partnership	X				12
Role:	This group develops innovative ways that community service providers and community members can work together to meet the needs of homeless and low-income families.					

C: CoC Groups and Meetings Chart (Continued)

CoC-Related Planning Groups		Meeting Frequency (check only one column)				Enter the number of organizations/entities that are members of each CoC planning group listed on this chart.
		At Least Monthly	At Least Quarterly	At Least Biannually	Annually	
Name:	Itasca County and Koochiching County Housing Issues Advisory Committees (HIAC)	X				30
Role:	HIAC members coordinate housing and homelessness programs and projects in the two counties, document local needs, and communicate needs and priorities to the CoC.					
Name:	Lake and Cook County Emergency Food and Shelter Committee		X			10
Role:	This group collects data on homelessness, identifies new service projects, coordinates shelter and food for low-income and homeless families, and identifies CoC priorities.					
Name:	NE Minnesota Regional Housing Advisory Group		X			35
Role:	Housing Authorities, Economic Development Authorities, local governments, and nonprofits identify housing needs and priorities.					
Name:	NE MN HOME Consortium Advisory Committee			X		10
Role:	Housing Authorities, representatives of local governments, citizens, and nonprofits set priorities for HOME funding and allocate HOME funds.					
Name:	Minnesota Interagency Task Force on Homelessness Continuum of Care Workgroup	X				10
Role:	Investigates, reviews and improves the current system of service delivery to people who are homeless or at risk of becoming homeless. Reviews CoC pre-applications.					
Name:	NE MN HRA Directors		X			12
Role:	HRA Directors meet regularly to discuss common administrative issues, housing needs, development of new initiatives and potential CoC projects					
Name:	Region Three Adult Mental Health Initiative	X				7
Role:	County Social Service Departments in Region 3 coordinate and develop local mental health services to meet the needs of persons with mental illness, including homeless.					
Name:	Carlton County Mental Health Planning Group	X				8
Role:	Mental health consumers and providers, County staff, and citizens are planning affordable, independent, and supportive housing for persons with mental illness.					

C: CoC Groups and Meetings Chart (Continued II)

CoC-Related Planning Groups	Meeting Frequency (check only one column)				Enter the number of organizations/entities that are members of each CoC planning group listed on this chart.
	At Least Monthly	At Least Quarterly	At Least Biannually	Annually	

Name:	HMIS Governing Group	X				13*
Role:	Representing 13 Minnesota Continuum of Care groups, including the NE Coordinator, this group oversees Minnesota’s Statewide HMIS. It helps shapes HMIS policy, identifies needs for technical assistance and training, oversees the budget for HMIS, and helps to set goals and priorities for the project.					
Name:	Policy Academy to Prevent and End Homelessness		X			12
Role:	The Policy Academy improves access to mainstream services for families with children experiencing homelessness					

* At least one organization from each continuum participates in the HMIS Governing Group.

D: CoC Planning Process Organizations Chart

	Specific Names of All CoC Organizations	Geographic Area Represented	Subpopulations Represented, if any* (no more than 2)	
PUBLIC SECTOR	STATE GOVERNMENT AGENCIES			
	Minnesota Housing Finance Agency	State of MN	All low income, homeless	HIV
	Department of Human Services, Office of Economic Opportunity	State of MN	All low income, homeless	
	LOCAL GOVERNMENT AGENCIES			
	Carlton Co Health/Human Services	Carlton 279017	SA	Y
	Itasca Co. Health/Human Services	Itasca 279061	SA	Y
	Aitkin Co. Family Services & Aitkin Salvation Army	Aitkin 279001	SA	SMI
	City of Aitkin	Aitkin 279001	General population	
	Koochiching County Community Services	Koochiching 279071	SA	SMI
	Itasca County Public Health	Itasca 279061	All low income, homeless	

D: CoC Planning Process Organizations Chart (Continued I)			
Specific Names of All CoC Organizations	Geographic Area Represented	Subpopulations Represented, if any* (no more than 2)	
Commissioner, Itasca County & Grand Rapids City HRA Boards	Itasca 279061	All low income, homeless	
Cook Co Human Services	Cook 279031	SA	SMI
City of International Falls	Koochiching 279071	All low income, homeless	
Koochiching County Environmental Services	Koochiching 279071	Low income	
Lake County Human Services	Lake 279075	SA	SMI
City of International Falls Building Official	Koochiching 279071	Low income	
City of Cloquet	Carlton 279017	Low income	
City of Cloquet City Council	Carlton 279017	Low income	
PUBLIC HOUSING AGENCIES			
Itasca Co. HRA	Itasca 279061	All homeless	SMI
Koochiching HRA	Koochiching 279071	All homeless	SMI
Aitkin Co HRA	Aitkin 279001	All homeless	SMI
Carlton Co HRA	Carlton 279017	All homeless	
SCHOOL SYSTEMS/ UNIVERSITIES			
University of MN Extension	Aitkin, Carlton 279001, 279017	General population	
Lake County School District	Lake 279075	General population	

D: CoC Planning Process Organizations Chart (Continued I)			
	Specific Names of All CoC Organizations	Geographic Area Represented	Subpopulations Represented, if any* (no more than 2)
	LAW ENFORCEMENT / CORRECTIONS		
	Aitkin County Juvenile Diversion	Aitkin 279001	Y
	MN Department of Corrections	Itasca 279061	General population
	LOCAL WORKFORCE INVESTMENT ACT (WIA) BOARDS		
	Workforce Center, Office of Job Training	Itasca 279061	All low income, homeless
	Workforce Center, OJT	Aitkin 279001	All low income, homeless
	OTHER		
	USDA Rural Development	Aitkin 279001	All low income
PRIVATE SECTOR	NON-PROFIT ORGANIZATIONS		
	Arrowhead Economic Opportunity Agency	Aitkin 279001, Carlton 279017 Cook 279031 Lake 279075 Itasca 279061	All low income, homeless Y
	Hearth Connection	NE MN	All homeless
	KOOTASCA Community Action (Itasca)	Itasca 279061	All low income, homeless
	KOOTASCA Community Action (Koochiching)	Koochiching 279071	All low income, homeless
	Human Development Center	Carlton 279017	SMI
	MN Coalition for the Homeless	NE MN	All homeless HIV
	Aitkin Advocates Against Domestic Abuse	Aitkin 279001	DV
	Northome Resource Center	Koochiching 279071	General population
	Lakes & Pines Community Action	Aitkin 279001 Carlton 279017	All low income, homeless
	Hardwig House	Koochiching 279071	SMI
	Advocates for Family Peace	Itasca 279061	DV

D: CoC Planning Process Organizations Chart (Continued III)			
Specific Names of All CoC Organizations	Geographic Area Represented	Subpopulations Represented, if any* (no more than 2)	
Minnesota Assistance Council for Veterans	Cook 279031 Lake 279075 Carlton 279017 Aitkin 279001 Koochiching 279071 Itasca 279061	VETS	
Occupational Development Center	Koochiching 279071	SMI	
AEOA Free at Last Program	Itasca 279061 Aitkin 279001	Y	
Northland Counseling	Itasca 279061	Y	
North Shore Horizons	Lake 279075	DV	
Rapids Recovery	Itasca 279061	SA	
Carlton Co. Sexual and Domestic Abuse Program	Carlton 279017	DV	
Hope House	Itasca 279061	SA	
Friends Against Abuse	Koochiching 279071	DV	
Elder Circle	Itasca 279061	General population	
Violence Prevention Center Grand Marais	Cook 279031	DV	
Northland Recovery Center	Itasca 279061	SA	
Aitkin County Collaborative	Aitkin 279001	General population, low income	
Legal Aid, Baxter	Aitkin 279001	All low income, homeless	
Carlton County Family Service Collaborative	Carlton 279017	General population, low income	
Volunteer Services in Carlton County	Carlton 279017	All low income, homeless	
FAITH-BASED ORGANIZATIONS			
Aitkin Ministerial Association	Aitkin 279001	All low income, homeless	
Action through Churches Together (ACT)	Itasca 279061	All homeless	
Lutheran Social Services Youth Outreach	Aitkin 279001	Y	
Lutheran Social Services HOPE House	Aitkin 279001	SMI	

D: CoC Planning Process Organizations Chart (Continued III)			
Specific Names of All CoC Organizations	Geographic Area Represented	Subpopulations Represented, if any* (no more than 2)	
Cloquet Salvation Army	Carlton 279017	All low income, homeless	
The Salvation Army (by county)	Koochiching 279071 Itasca 279061 Cook 279031 Lake 279075 Aitkin 279001	All low income, homeless	
St. Thomas Church	Koochiching 279071	All low income, homeless	
St. Matthew's Lutheran Church	Carlton 279017	All low income, homeless	
FUNDERS/ ADVOCACY GROUPS			
United Way of Greater Duluth	Lake 279075	All low income, homeless	
Itasca Sharing Fund/ Community Foundation	Itasca 279061	All low income, homeless	
Grand Rapids Area Community Foundation	Itasca 279061	All low income, homeless	
BUSINESSES (BANKS, DEVELOPERS, BUSINESS ASSOCIATIONS, ETC.)			
Cloquet Chamber of Commerce	Carlton 279017	General population	
Koochiching Economic Development Authority	Koochiching 279071	General population	
Carlton Economic Development Authority	Carlton 279017	General population	
DW Jones Inc.	Itasca 279061	General population	
Wells Fargo	Koochiching 279071	General population	
Bremer Bank	Aitkin 279001 Koochiching 279071	General population	
HOSPITALS/ MEDICAL REPRESENTATIVES			
Rebecca May, Riverwood – Aitkin Clinic	Aitkin 279001	General population	
Arlene Wheaton, Riverwood Hospital	Aitkin 279001	General population	
HOMELESS PERSONS			
Rob L.	Lake 279075	SA	
Richard F.	Itasca 279061	Homeless individuals	
Tiffany P.	Itasca 279061	Homeless Individuals	
Bonnie H.	Itasca 279061	DV	
Jody W.	Koochiching 279071	Homeless Individuals	

D: CoC Planning Process Organizations Chart (Continued IV)			
Specific Names of All CoC Organizations	Geographic Area Represented	Subpopulations Represented, if any* (no more than 2)	
OTHER			
Veteran's Service Officers (by county)	Lake 279075 Carlton 279017 Itasca 279061	VETS	

E: CoC Governing Structure Chart

<p>1. Is the CoC's primary decision-making body a legally recognized organization (check one)?</p> <p> <input type="checkbox"/> Yes, a 501(c)(3) <input type="checkbox"/> Yes, a 501(c)(4) <input type="checkbox"/> Yes, other – specify: _____ <input checked="" type="checkbox"/> No, not legally recognized </p>	
<p>2. If your CoC were provided with additional administrative funds from HUD, would the primary decision-making body, or an agent designated by it (e.g. a city or non-profit organization), be able to be responsible for activities such as applying for HUD funding and serving as the grantee, providing project oversight, and monitoring? Explain.</p> <p>At this current stage, the NE CoC does not have the capacity and organizational structure that would enable the group to carry-out the activities noted above. However, if adequate administration funding became available from HUD, the NE CoC would be capable of developing a structure and incorporate systems that would allow the CoC to take responsibility for these activities.</p>	
<p>3. What percentage of the decision-making body membership represents the private sector, including non-profit providers, homeless or formerly homeless persons, advocates and consumer interests, etc.?</p>	<p><u>70</u> %</p>
<p>4a. Indicate how the members of the primary decision-making body are selected (check all that apply):</p> <p> <input checked="" type="checkbox"/> Elected <input checked="" type="checkbox"/> Assigned/Volunteer <input type="checkbox"/> Appointed <input type="checkbox"/> Other – specify: _____ </p>	
<p>4b. Briefly explain the selection process. (For example, if 5 members are appointed and 6 are elected, explain why this process was established and describe how it works.)</p> <p>NE CoC officers are elected through a secret ballot voting process that consists of NE CoC meeting participants. The NE CoC meetings are open to all stakeholders of homelessness and housing programs and projects in the NE Region. Stakeholders include representatives from the public (local government officials, HRAs, Human Services, law enforcement officials, school district representatives) and the private sector (service providers, advocate groups, foundation representatives, and the faith community). The NE CoC also encourages the business community, concerned citizens, and current or formerly homeless persons to participate in meetings. NE CoC representatives network with local service providers and others to ensure that the CoC is represented by stakeholders from a variety of sectors in the community so that planning efforts encompass a range of input, resources, and local concerns throughout the process.</p>	
<p>5. Indicate how the leaders of the primary decision-making body are selected (check all that apply):</p> <p> <input checked="" type="checkbox"/> Elected <input type="checkbox"/> Assigned/Volunteer <input type="checkbox"/> Appointed <input type="checkbox"/> Other – specify: _____ </p>	

F: CoC Project Review and Selection Chart

1. Open Solicitation	
a. Newspapers <input type="checkbox"/>	d. Outreach to Faith-Based Groups <input checked="" type="checkbox"/>
b. Letters/Emails to CoC Membership <input checked="" type="checkbox"/>	e. Announcements at CoC Meetings <input checked="" type="checkbox"/>
c. Responsive to Public Inquiries <input checked="" type="checkbox"/>	f. Announcements at Other Meetings <input checked="" type="checkbox"/>
2. Objective Rating Measures and Performance Assessment	
a. CoC Rating & Review Committee Exists <input checked="" type="checkbox"/>	j. Assess Spending (fast or slow) <input checked="" type="checkbox"/>
b. Review CoC Monitoring Findings <input checked="" type="checkbox"/>	k. Assess Cost Effectiveness <input checked="" type="checkbox"/>
c. Review HUD Monitoring Findings <input checked="" type="checkbox"/>	l. Assess Provider Organization Experience <input checked="" type="checkbox"/>
d. Review Independent Audit <input checked="" type="checkbox"/>	m. Assess Provider Organization Capacity <input checked="" type="checkbox"/>
e. Review HUD APR for Performance Results <input checked="" type="checkbox"/>	n. Evaluate Project Presentation <input checked="" type="checkbox"/>
f. Review Unexecuted Grants <input checked="" type="checkbox"/>	o. Review CoC Membership Involvement <input checked="" type="checkbox"/>
g. Site Visit(s) <input type="checkbox"/>	p. Review Match <input checked="" type="checkbox"/>
h. Survey Clients <input checked="" type="checkbox"/>	q. Review All Leveraging Letters (to ensure that they meet HUD requirements) <input checked="" type="checkbox"/>
i. Evaluate Project Readiness <input checked="" type="checkbox"/>	
3. Voting/Decision System	
a. Unbiased Panel / Review Committee <input checked="" type="checkbox"/>	d. One Vote per Organization <input checked="" type="checkbox"/>
b. Consumer Representative Has a Vote <input checked="" type="checkbox"/>	e. Consensus (general agreement) <input type="checkbox"/>
c. All CoC Members Present Can Vote <input type="checkbox"/> <i>CoC members must attend at least two CoC meetings in the past year to be able to vote.</i>	f. Voting Members Abstain if Conflict of Interest <input checked="" type="checkbox"/>

G: CoC Written Complaints Chart

<p>Were there any written complaints received by the CoC regarding any CoC matter in the last 12 months?</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>If Yes, briefly describe the complaints and how they were resolved.</p>	

H. Service Inventory Chart

(1) Provider Organizations	(2) Prevention				(3) Outreach				(4) Supportive Services									
	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation
Lakes and Pines Community Action	X	X	X	X					X	X					X		X	X
Kootasca Community Action (Koochiching)	X	X	X	X					X	X								x
Kootasca Community Action (Itasca)	X	X	X	X					X	X							X	X
Domestic Violence Advocates	X	X	X	X														
FDL Reservation	X	X	X															
Aitkin Co.HRA		X	X												X			
Koochiching Co. HRA		X	X												X			
Itasca Co. HRA		X	X												X			
LSS Hope Housing	X	X	X	X								X						
NE MN Legal Aid Service				X	X										X			
Salvation Army (Carlton, Kooch, Itasca, Aitkin) RHASP	X	X	X			X			X	X	X	X	X		X		X	X
AEOA	X	X	X	X		X			X	X					X	X	X	X
Aitkin County Human Services		X	X						X	X	X	X	X	X	X	X	X	X
Carlton County Human Services		X	X						X	X	X	X	X	X	X	X	X	X
Itasca Co. Human Services		X	X						X	X	X	X	X	X	X	X	X	X
Cook Co. Social Services		X	X						X	X	X	X	X	X	X	X	X	X
Lake Co. Human Services		X	X						X	X	X	X	X	X	X	X	X	X
Kooch. Co. Human Services		X	X						X	X	X	X	X	X	X	X	X	X
Friends Against Abuse				X	X					X					X			X
Grand Rapids Comm. Foundation-Sharing Fund												X			X			
Aitkin County Veteran's Service Officer				X	X	X			X	X			X			X		X
Carlton Co. Veteran's Service Officer				X	X	X			X	X			X			X		X
Cook Co. Veteran's Service Officer				X	X	X			X	X			X			X		X
Lake County Veteran's Service Officer				X	X	X			X	X			X			X		X
Itasca County Veteran's Service Officer				X	X	X			X	X			X			X		X

Service Inventory Chart (Continued I)

(1) Provider Organizations	(2) Prevention					(3) Outreach			(4) Supportive Services									
	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation
Koochiching County Veteran's Service Officer				X	X	X			X	X			X			X		X
Advocates for Family Peace				X	X										X		X	X
Aitkin Ministerial Association																		X
Northland Counseling									X	X	X	X			X			
Public Health Departments										X	X			X				
Minnesota Assistance Council for Veterans (MACV)	X	X	X	X	X	X			X	X			X		X	X		X
Human Development Center HDC Outreach Center HDC Community Support Program	X	X	X	X		X			X	X		X	X		X	X		X
Keisler House										X		X						
Rural Aids Action Network				X										X	X			
Advocates Against Domestic Abuse				X	X					X					X			
Domestic and Sexual Assault Program				X	X				X	X								
North Shore Horizons				X	X				X	X								X
Center for Family Crisis				X														
North Homes Inc.									X	X								
AEOA Free At Last LIFE Program										X					X	X		
LSS Youth Outreach				X		X				X		X		X				
Minnesota AIDS Project														X				
NE MN Office of Job Training															X	X		
MN Chippewa Tribe											X				X	X		
Carlton Youth Shelter				X						X								
Min No Aya Win Human Services Fond du Lac Human Services				X					X	X		X	X				X	X
Teens in Transition										X								

Service Inventory Chart (Continued II)

(1) Provider Organizations	(2) Prevention				(3) Outreach				(4) Supportive Services									
	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation
HDC Community Support (Cook)	X	X	X					X	X		X							
Hardwig House				X					X		X							
Legal Aid Services (Aitkin)				X	X										X			
University of MN Extension (Carlton)														X				
Blue Heron Counseling				X							X							
Northland Recovery Center										X								
Rational Alternatives										X								
Pineview Regional Recovery Center										X								
Rapids Counseling										X								
Phoenix Treatment Center										X								
Liberalis										X								
Mish-Ka-Wiesen										X								
Lakes and Pines Head Start															X	X		
Arrowhead Child Care Resources/ Ref.																X		
Volunteer Driver Programs																		X
Aitkin County Sheriff								X										
Aitkin Police Department								X										
Carlton County Sheriff								X										
Cloquet Police Department								X										
Itasca County Sheriff								X										
Grand Rapids Police Department								X										
Cook County Sheriff								X										
Lake County Sheriff								X										
Two Harbors Police Department								X										
Fond du Lac Sheriff								X										

Service Inventory Chart (Continued III)

(1)	(2) Prevention					(3) Outreach	(4) Supportive Services											
Provider Organizations	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation
Family Crisis Center				X	X				X									
Food Bank *																		
Tri-Community Food Shelf*						X												
Moose Lake Area Food Shelf *						X												
First Lutheran Church*						X												
Falls Hunger Coalition Food Shelf*						X												
Northome Community Food Shelf*						X												
Grand Rapids Community Café*						X												
Grand Marias Food Shelf*						X												

* Food shelves and meal providers play a significant role in locating and linking homeless households to needed services in rural areas. Homeless households are not easily reached by service providers in these rural communities and often are connected to services once they access the food shelves and/or community meals.

I. Housing Inventory Charts

Emergency Shelter: Fundamental Components in CoC System - Housing Inventory Chart 2007													
Provider Name	Facility Name	HMIS Part. Code	Number of Year-Round Beds in HMIS		Geo Code	Target Pop		Year-Round			Total Year-Round Beds	Other Beds	
			Ind	Fam.		A	B	Fam. Units	Fam. Beds	Indiv. Beds		Seas-onal	Overflow & Voucher
Current Inventory (Available for Occupancy on or before Jan. 31, 2006)			Ind	Fam.									
Advocates Against Domestic Abuse	Hotel Vouchers	DV	0	0	279001	M	DV	0	0	0	0	0	1
Advocates for Family Peace	Hotel Vouchers	DV	0	0	279061	M	DV	0	0	0	0	0	14
AEOA	Hotel Vouchers	PA	0	0	279031	M		0	0	0	0	0	0
AEOA	Hotel Vouchers	PA	0	0	279075	M		0	0	0	0	0	0
Aitkin Human Services	Hotel Vouchers	D	0	0	279001	M		0	0	0	0	0	0
Aitkin Ministerial Assn	Hotel Vouchers	D	0	0	279001	M		0	0	0	0	0	0
Aitkin Salvation Army	Hotel Vouchers	N	0	0	279001	M		0	0	0	0	0	17
Carlton County Human Services	Hotel Vouchers	D	0	0	279017	M		0	0	0	0	0	0
Carlton Salvation Army	Hotel Vouchers	N	0	0	279017	M		0	0	0	0	0	4
Cook County Salvation Army	Hotel Vouchers	N	0	0	279031	M		0	0	0	0	0	0
Cook County Social Services	Hotel Vouchers	D	0	0	279031	M		0	0	0	0	0	0
Domestic and Sexual Assault Program	Hotel Vouchers	DV	0	0	279017	M	DV	0	0	0	0	0	0
Fond du Lac Domestic Abuse Advocates	Hotel Vouchers	DV	0	0	279017	M	DV	0	0	0	0	0	0
Friends Against Abuse	Hotel Vouchers	DV	0	0	279071	M	DV	0	0	0	0	0	0
Human Development Center	Hotel Vouchers	D	0	0	279031	SMF		0	0	0	0	0	0
Itasca Human Services	Hotel Vouchers	D	0	0	279061	M		0	0	0	0	0	0
Itasca Salvation Army	Hotel Vouchers	N	0	0	279061	M		0	0	0	0	0	0
Kooch Community Services	Hotel Vouchers	N	0	0	279071	M		0	0	0	0	0	1
Kooch Salvation Army	Hotel Vouchers	N	0	0	279071	M		0	0	0	0	0	0
Kootasca Community Action (Itasca)	Shelter	PA	6	0	279061	SMF		0	0	6	6	0	0
Kootasca Community Action (Kooch)	Shelter	PA	3	0	279071	SMF		0	0	3	3	0	0
Lake County Human Services	Hotel Vouchers	D	0	0	279075	M		0	0	0	0	0	0
Lakes and Pines	Hotel Vouchers	PA	0	0	279001	M		0	0	0	0	0	0
Lakes and Pines	Hotel Vouchers	PA	0	0	279017	M		0	0	0	0	0	0
Lutheran Social Services	Carlton Youth Shelter	D	0	0	279017	YMF		0	0	2	2	0	0

North Shore Horizons	Hotel Vouchers				279075	M	DV						
		DV	0	0				0	0	0	0	0	0
Violence Prevention Center	Hotel Vouchers				279031	M	DV						
		DV	0	0				0	0	0	0	0	0
Subtotals:			9	0	Subtot. Current Inventory:			0	0	11	11	0	37

New Inventory in Place in 2006 (Available for Occupancy Feb. 1, 2006 – Jan. 31, 2007)			Ind.	Fam.									
Grace House Interfaith	Inter-faith Emergency Shelter	PA	5	5	279061	M		0	5	5	10	0	0
Subtotals:			5	5	Subtotal New Inventory:			0	5	5	10	0	0

Inventory Under Development (Available for Occupancy after January 31, 2007)		Anticipated Occupancy Date											
Subtotal Inventory Under Development:								0	0	0	0	0	

Unmet Need								Unmet Need Totals			13	35	16	51
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Total Year-Round Beds – Individuals				Total Year-Round Beds – Families			
1. Total Year-Round Individual Emergency Shelter (ES) Beds	16	6. Total Year-Round Family Emergency Shelter (ES) Beds:	5				
2. Number of DV Year-Round Individual ES Beds:	0	7. Number of DV Year-Round Family ES Beds:	0				
3. Subtotal, non-DV Year-Round Individual ES Beds (Line 1 minus Line 2):	16	8. Subtotal, non-DV Year-Round Family ES Beds (Line 6 minus Line 7):	5				
4. Total Year-Round Individual ES Beds in HMIS:	14	9. Total Year-Round Family ES Beds in HMIS:	5				
5. HMIS Coverage – Individual ES Beds (Divide Line 4 by Line 3 and multiply by 100. Round to a whole number):	82%	10. HMIS Coverage – Family ES Beds (Divide Line 9 by Line 8 and multiply by 100. Round to a whole number):	100%				

Transitional Housing: Fundamental Components in CoC System – Housing Inventory Chart 2007												
Provider Name	Facility Name	HMIS Part. Code	Number of Year-Round Beds in HMIS		Geo Code	Target Pop		Year-Round			Total Year-Round Beds	
						A	B	Family Units	Family Beds	Individ. Beds		
Current Inventory (Available for Occupancy on or before January 31, 2006)			Ind.	Fam.								
Advocates Against Domestic Abuse	AADA Transitional Shelter	DV	0	0	279001	M	DV	1	4	0	4	
Advocates for Family Peace	Advocates for Family Peace TH	DV	0	0	279061	M	DV	4	16	7	23	
AEOA	LIFE Program	PA	3	0	279061	YMF		0	0	3	3	
AEOA	Lake/Cook County Transitional Housing	DV	0	0	279075, 279031	M	DV	2	6	0	6	
Kootasca Community Action	Itasca Transitional Housing	PA	0	15	279061	FC		3	15	0	15	
Kootasca Community Action	Koochiching Transitional Housing	PA	0	10	279071	M		2	10	0	10	
Minnesota Assistance Council for Veterans	Transitional Housing for Families with a Homeless Veteran	PA	0	23	279001 279017 279031 279061 279071	FC	VETS	6	23	0	23	
Subtotals:			3	48	Subtot. Current Inventory:			18	74	10	84	
New Inventory in Place in 2006 (Available for Occupancy Feb. 1, 2006 – Jan. 31, 2007)			Ind.	Fam.								
Advocates for Family Peace	Transitional Housing Program	DV	0	0	279001	FC	DV	5	15	1	16	
			0	0	Subtotal New Inventory:			5	15	1	16	
Inventory Under Development (Available for Occupancy after January 31, 2007)		Anticipated Occupancy Date										
						Subtotal Inventory Under Development:			0	0	0	0
						Unmet Need Totals:			29	73	25	98
Total Year-Round Beds—Individuals					Total Year-Round Beds—Families							
1. Total Year-Round Individual Transitional Housing Beds:				11	6. Total Year-Round Family Transitional Housing Beds:				89			
2. Number of DV Year-Round Individual TH Beds:				8	7. Number of DV Year-Round Family TH Beds:				41			
3. Subtotal, non-DV Year-Round Individual TH Beds (Line 1 minus Line 2):				3	8. Subtotal, non-DV Year-Round Family TH Beds (Line 6 minus Line 7):				48			
4. Total Year-Round Individual TH Beds in HMIS:				3	9. Total Year-Round Family TH Beds in HMIS				48			
5. HMIS Coverage—Individual TH Beds (Divide Line 4 by Line 3 and multiply by 100. Round to a whole number):				100%	10. HMIS Coverage—Family TH Beds (Divide Line 9 by Line 8 and multiply by 100. Round to a whole number):				100%			

Permanent Supportive Housing**: Fundamental Components in CoC System - Housing Inventory Chart 2007																
Provider Name	Facility Name	HMIS Part. Code	Number of Year-Round Beds in HMIS		Geo Code	Target Population		Year-Round				Year-Round Beds				
			Ind.	Fam.		A	B	Family Units	Family Beds	Individual Beds	CH Beds					
Current Inventory (Available for Occupancy on or before January 31, 2006)			Ind.	Fam.												
Human Development Center	Outreach Center Permanent Housing	PA	5	0	279017	SMF		0	0	5	2	5				
Subtotals:			5	0	Subtot. Current Inventory:			0	0	5	2	5				
New Inventory in Place in 2006 (Available for Occupancy Feb. 1, 2006 - Jan. 31, 2007)			Ind.	Fam.												
Hearth Connection	Fond du Lac & Carlton	N	0	0	279017	M		10	28	4	4	32				
Northland Counseling	Midway Villa	D*	0	0	279061	SMF	SMI	0	0	14	6	14				
Itasca County HRA	Itasca County Shelter Plus Care	D*	0	0	279061	SMF	SMI	0	0	7	3	7				
Koochiching HRA	Koochiching Shelter Plus Care	D*	0	0	279071	SMF	SMI	0	0	1	1	1				
Subtotals:			0	0	Subtotal New Inventory:			10	28	26	14	54				
* These new inventory permanent housing projects plan on participating in HMIS after September 1, 2007.																
Inventory Under Development (Available for Occupancy after January 31, 2007)		Anticipated Occupancy Date														
Hearth Connection	Itasca	2/1/2007		279061	M		2	4	1	1	5					
AICHO	Fond du Lac Supportive Housing	9/1/2008		279017	M		21	59	3	3	62					
Duluth HRA	North Shore Horizon's Lake County S+C	7/1/2007		279075	SF	DV	0	0	2	2	2					
North Shore Horizons	North Shore Horizon's Supportive Housing	1/31/2008		279075	M	DV	3	9	0	0	9					
Subtotal Inventory Under Development:							26	72	6	6	78					
Unmet Need							Unmet Need Totals:					47	95	29	13	124
Total Year-Round Beds – Individuals						Total Year-Round Beds – Families										
1. Total Year-Round Individual Permanent Housing Beds:			31			6. Total Year-Round Family Permanent Housing Beds:			28							
2. Number of DV Year-Round Individual PH Beds:			0			7. Number of DV Year-Round Family PH Beds:			0							
3. Subtotal, non-DV Year-Round Individual PH Beds (Line 1 minus Line 2):			31			8. Subtotal, non-DV Year-Round Family PH Beds (Line 6 minus Line 7):			28							
4. Total Year-Round Individual PH Beds in HMIS:			5			9. Total Year-Round Family PH Beds in HMIS:			0							
5. HMIS Coverage – Individual PH Beds (Divide Line 4 by Line 3 and multiply by 100. Round to a whole number):			16%			10. HMIS Coverage – Family PH Beds (Divide Line 9 by Line 8 and multiply by 100. Round to a whole number):			0%							

**Permanent Supportive Housing is: S+C, Section 8 SRO and SHP-Permanent Housing component. It also includes any permanent housing projects, such as public housing units, that have been dedicated exclusively to serving homeless persons.

J: CoC Housing Inventory Data Sources and Methods Chart

(1) Indicate date on which Housing Inventory count was completed: <u>01/25/2007</u> (mm/dd/yyyy)	
(2) Identify the method used to complete the Housing Inventory Chart (check one):	
<input checked="" type="checkbox"/>	Housing inventory survey – CoC conducted a housing inventory survey (via mail, fax, e-mail, web-based, phone or on-site) of homeless programs/providers to update current bed inventories, target populations for programs, beds under development, etc.
<input type="checkbox"/>	HMIS – Used HMIS data to complete the Housing Inventory Chart
<input type="checkbox"/>	HMIS plus housing inventory – Used HMIS data supplemented by a survey of providers NOT participating in the HMIS
(3) Indicate the percentage of providers completing the housing inventory survey:	
<u>100</u> %	Emergency shelter providers
<u>100</u> %	Transitional housing providers
<u>100</u> %	Permanent supportive housing providers
(4) Indicate steps to ensure data accuracy for 2007 Housing Inventory Chart (check all that apply):	
<input checked="" type="checkbox"/>	Instructions – Provided written instructions for completing the housing inventory survey.
<input type="checkbox"/>	Training – Trained providers on completing the housing inventory survey.
<input checked="" type="checkbox"/>	Updated prior housing inventory information – Providers submitted updated 2006 housing inventory to reflect 2007 inventory.
<input checked="" type="checkbox"/>	Follow-up – CoC followed-up with providers to ensure the maximum possible response rate and accuracy of the housing inventory survey.
<input checked="" type="checkbox"/>	Confirmation – Providers or other independent entity reviewed and confirmed information in 2007 Housing Inventory Chart after it was completed.
<input checked="" type="checkbox"/>	HMIS – Compared HMIS and housing inventory survey data to check for consistency.
<input checked="" type="checkbox"/>	Other – specify: <i>The Housing Inventory Chart data was compared with MN Department of Human Services Quarterly Shelter Survey data on shelter capacity.</i>
Unmet Need:	
(5) Indicate type of data that was used to determine unmet need (check all that apply):	
<input checked="" type="checkbox"/>	Sheltered count (point-in-time)
<input checked="" type="checkbox"/>	Unsheltered count (point-in-time)
<input checked="" type="checkbox"/>	Housing inventory (number of beds available)
<input checked="" type="checkbox"/>	Local studies or data sources – specify: 2006 MN Statewide Homeless Survey
<input type="checkbox"/>	National studies or data sources – specify:
<input checked="" type="checkbox"/>	Provider opinion through discussions or survey forms
<input type="checkbox"/>	Other – specify:
(6a) Indicate the method(s) used to calculate or determine unmet need (check all that apply):	
<input checked="" type="checkbox"/>	Stakeholder discussion – CoC stakeholders met and reviewed data to determine CoC's unmet need
<input checked="" type="checkbox"/>	Locally-determined formula – Used locally-determined formula based on local point-in-time (PIT) count data and housing inventory to calculate unmet need
<input type="checkbox"/>	Applied statistics – Used local PIT enumeration data and applied national or other local statistics
<input type="checkbox"/>	HUD unmet need formula – Used HUD's unmet need formula*
<input type="checkbox"/>	Other – specify:
(6b) If more than one method was used in 6a, please describe how these methods were used.	
<p>The NE CoC quantified the unmet need by subtracting the available inventory from the number of people sheltered and unsheltered during the January 25th, 2007 point-in-time survey and estimated the percentage of persons that need emergency, transitional, or permanent housing based on information about the characteristics and needs of the homeless population surveyed. The CoC then solicited feedback from local housing and service providers who examined the projected unmet need for 2007, the current housing inventory, and trends in housing needs in their counties over the last year. The housing and service providers submitted any revisions of the unmet need (by-county) to the NE CoC for final review and approval.</p>	

CoC Homeless Population and Subpopulations

K: CoC Point-in-Time Homeless Population and Subpopulations Chart

Indicate date of last point-in-time count: (01/25/2007)				
Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
1. Number of Households with Dependent Children:	11	20	18	49
1a. Total Number of Persons in these Households (adults and children)	32	68	56	156
2. Number of Households without Dependent Children**	10	6	60	76
2a. Total Number of Persons in these Households	10	6	60	76
Total Persons (Add Lines 1a and 2a):	42	74	116	232
Part 2: Homeless Subpopulations below)	Sheltered		Unsheltered	Total
a. Chronically Homeless	7		20	27
b. Severely Mentally Ill	32		35	67
c. Chronic Substance Abuse	16		13	29
d. Veterans	6		7	13
e. Persons with HIV/AIDS	2		0	2
f. Victims of Domestic Violence	19		12	31
g. Unaccompanied Youth (Under 18)	3		0	3

*Optional for unsheltered homeless subpopulations

** Includes single individuals, unaccompanied youth, and other adults (such as a married couple without children)

***For "sheltered" chronically homeless subpopulations, list persons in emergency shelter only.

L: CoC Homeless Population and Subpopulations Data Sources & Methods Chart

L-1: Sheltered Homeless Population and Subpopulations

(1a) Check method(s) used to count sheltered homeless persons in the CoC (check all that apply):	
<input checked="" type="checkbox"/>	Survey – Providers count the total number of clients residing in their programs during the PIT count.
<input type="checkbox"/>	HMIS – CoC used HMIS to complete the PIT sheltered count and subpopulation information.
<input type="checkbox"/>	Other – specify:
(1b) If multiple methods are checked, briefly describe how data collected using the methods were combined to produce the count.	
(2a) Check the method(s) used to gather the subpopulation information on sheltered homeless persons reported in Part 2: Homeless Subpopulations (check all that apply):	
<input type="checkbox"/>	Point-in-time (PIT) interviews with each adult and unaccompanied youth – All sheltered adults and unaccompanied youth were interviewed to gather subpopulation information.
<input checked="" type="checkbox"/>	Sample of PIT interviews plus extrapolation – A sample of sheltered adults and unaccompanied youth were interviewed to gather subpopulation information, and extrapolation techniques were applied to produce the total sheltered homeless population.
<input type="checkbox"/>	Non-HMIS client-level information - Providers used individual client records (e.g., case management files) to provide subpopulation data for each adult and unaccompanied youth.
<input type="checkbox"/>	Provider expertise – Providers estimated the percentage of clients belonging to each subpopulation based on their knowledge of their client population as a whole.
<input type="checkbox"/>	HMIS – CoC used HMIS to gather subpopulation information on sheltered homeless persons.
<input type="checkbox"/>	Other –specify:
(2b) If multiple methods are checked, briefly describe how the methods were combined to produce the subpopulation information.	
(3) Indicate CoC’s steps to ensure data quality of the sheltered count (check all that apply):	
<input checked="" type="checkbox"/>	Instructions – Provided written instructions to providers for completing the sheltered PIT count.
<input checked="" type="checkbox"/>	Training – Trained providers on completing the sheltered PIT count.
<input checked="" type="checkbox"/>	Remind and Follow-up – Reminded providers about the count and followed up with providers to ensure the maximum possible response rate and accuracy.
<input checked="" type="checkbox"/>	HMIS – Used HMIS to verify data collected from providers for the sheltered PIT count.
<input checked="" type="checkbox"/>	Other –specify: <i>The CoC Coordinator reviewed initial Sheltered Survey Results and submitted requests for correction if results from the NE Region were incorrectly listed under another CoC region.</i>
(4) How often will sheltered counts of sheltered homeless people take place in the future?	
<input type="checkbox"/>	Biennial (every two years)
<input type="checkbox"/>	Annual
<input checked="" type="checkbox"/>	Semi-annual
<input type="checkbox"/>	Other – specify:
(5) Month and Year when next count of sheltered homeless persons will occur: <u>11/2007</u>	
(6) Indicate the percentage of providers providing populations and subpopulations data collected via survey, interview and/or HMIS:	
<u>100</u> %	Emergency shelter providers
<u>100</u> %	Transitional housing providers

L-2: Unsheltered Homeless Population and Subpopulations*

(1) Check the CoC's method(s) used to count unsheltered homeless persons (check all that apply):	
<input checked="" type="checkbox"/>	Public places count – CoC conducted a point-in-time (PIT) count <u>without</u> client interviews.
<input type="checkbox"/>	Public places count with interviews – CoC conducted a PIT count and interviewed unsheltered homeless persons encountered during the public places count: <input type="checkbox"/> ALL persons were interviewed OR <input type="checkbox"/> Sample of persons were interviewed
<input type="checkbox"/>	Public places count using probability sampling – High and low probabilities assigned to designated geographic areas based on the number of homeless people expected to be found in each area. The CoC selected a statistically valid sample of each type of area to include in the point-in-time count and extrapolated results to estimate the entire homeless population.
<input checked="" type="checkbox"/>	Service-based count – Interviewed people using non-shelter services, such as soup kitchens and drop-in centers, and counted those that self-identified as unsheltered homeless persons.
<input type="checkbox"/>	HMIS – Used HMIS for the count of unsheltered homeless people or for subpopulation information.
<input type="checkbox"/>	Other – specify:
(2) Indicate the level of coverage of the PIT count of unsheltered homeless people:	
<input type="checkbox"/>	Complete coverage – The CoC counted every block of the jurisdiction.
<input checked="" type="checkbox"/>	Known locations – The CoC counted in areas where unsheltered homeless people are known to congregate or live.
<input type="checkbox"/>	Combination – CoC combined complete coverage with known locations by conducting counts for every block <u>in a portion of the jurisdiction</u> (e.g. central city) AND conducting counts in other portions of the jurisdiction where unsheltered persons are known to live.
<input type="checkbox"/>	Used service-based or probability sampling (coverage is not applicable)
<input type="checkbox"/>	Other –specify:
(3) Indicate community partners involved in PIT unsheltered count (check all that apply):	
<input checked="" type="checkbox"/>	Outreach teams
<input checked="" type="checkbox"/>	Law Enforcement
<input checked="" type="checkbox"/>	Service Providers
<input checked="" type="checkbox"/>	Community volunteers
<input checked="" type="checkbox"/>	Homeless and/or formerly homeless persons
<input type="checkbox"/>	Other – specify:
(4) Indicate CoC's steps to ensure data quality of the unsheltered count (check all that apply):	
<input checked="" type="checkbox"/>	Training – Conducted training(s) for PIT enumerators.
<input type="checkbox"/>	HMIS – Used HMIS to check for duplicate information.
<input checked="" type="checkbox"/>	Other – specify: Manual review of surveys to check for duplication
(5) How often will CoC conduct PIT counts of unsheltered homeless people in the future?	
<input type="checkbox"/>	Biennial (every two years)
<input checked="" type="checkbox"/>	Annual
<input type="checkbox"/>	Semi-annual
<input type="checkbox"/>	Quarterly
<input type="checkbox"/>	Other – specify:
(6) Month and Year when next PIT count of unsheltered homeless persons will occur: 01/2008	

*Please refer to 'A Guide to Counting Unsheltered Homeless People' for more information on unsheltered enumeration techniques.

CoC Homeless Management Information System (HMIS)

M: CoC HMIS Charts

M-1: HMIS Lead Organization Information

Organization Name: Amherst H. Wilder Foundation	Contact Person: Craig Helmstetter
Phone: 651-647-4616	Email: cdh@wilder.org
Organization Type: State/local government <input type="checkbox"/> Non-profit/homeless provider <input checked="" type="checkbox"/> Other <input type="checkbox"/>	

M-2: List HUD-defined CoC Name(s) and Number(s) for every CoC in HMIS Implementation:

HUD-Defined CoC Name*	CoC #	HUD-Defined CoC Name*	CoC #
Minneapolis/Hennepin County CoC	MN-500	Coon Rapids/Anoka County CoC	MN-507
Saint Paul/Ramsey County CoC	MN-501	Moorehead/West Central Minnesota CoC	MN-508
Rochester/Southeast Minnesota CoC	MN-502	Duluth/Saint Louis County CoC	MN-509
Dakota County CoC	MN-503	Scott, Carver Counties CoC	MN-510
Northeast Minnesota CoC	MN-504	Southwest Minnesota CoC	MN-511
St. Cloud/Central Minnesota CoC	MN-505	Washington County CoC	MN-512
Northwest Minnesota CoC	MN-506		

M-3: HMIS Implementation Status

HMIS Data Entry Start Date for your CoC OR Anticipated Date Entry Start Date for your CoC 8/3/2004	If no data entry date, indicate reason: <input type="checkbox"/> New CoC in 2007 <input type="checkbox"/> Still in planning/software selection process <input type="checkbox"/> Initial implementation
Briefly describe significant challenges/barriers the CoC has experienced in:	
<p>1. HMIS implementation:</p> <p>The single biggest challenge facing our HMIS implementation continues to be a lack of resources. HMIS staff provide group trainings and user groups, but with additional resources, additional project staff time could be devoted to providing assistance on the agency and program level. Such assistance could include help incorporating HMIS requirements into other data entry forms, help incorporating HMIS into the daily business practices of organizations, and more focused attention on the programs that have data quality programs. HMIS challenges also include implementing a more efficient reporting; some of the state sources that require HMIS participation currently require pulling as many as 7 different reports per quarter. Also, even though several state programs use HMIS as the required reporting tool, many agencies operate parallel data collection tools for reporting to other funding streams. Finally, we have not had the resources to reach out to many service providers that are not mandated to use HMIS.</p>	
<p>2. HMIS Data and Technical Standards Final Notice requirements:</p> <p>As shown in Table M-5 below, the completeness of certain universal variables, especially zip code of last permanent address, continues to be a challenge. Our state-wide HMIS supplements the zip code question with city and state of last permanent address, which helps for local purposes.</p>	

M-4: CoC Client Records

Calendar Year	Number of Client Records Entered in HMIS / Analytical Database (Duplicated) for CoC	Number of Unduplicated Clients Entered in HMIS / Analytical Database for CoC
2004	524	510
2005	1,197	1,123
2006	1,262	1,181

Please provide a brief explanation of the reason(s) for any decreases in the number of records (duplicated or unduplicated) from year to year.

M-5: Data Collection/Completeness and Coverage

(a) Indicate the percentage of unduplicated client records with null or missing values on the date that the point-in-time count was conducted.

Universal Data Element	% Null/Missing Values	Universal Data Element	% Null/Missing Values
Name	4.1%	Gender	2.2%
Social Security Number	18.9%	Veteran Status	12%
Date of Birth	1.0%	Disabling Condition	12.3%
Ethnicity	27.3%	Residence Prior to Program Entry	13.2%
Race	4.0%	Zip Code of Last Permanent Address	31.5%

Briefly describe how the CoC ensures that valid program entry and exit dates are being recorded in the HMIS for persons served.

To date nearly all participation in Minnesota’s HMIS is due to funding requirements; Minnesota’s HMIS is the required data reporting tool for several state funding streams related to homelessness. Proper entry and exit dates (or service start and end dates for the programs that do not require formal program entries and exits) are, therefore, ensured by the need for participating agencies to have accurate data in their required reporting. A lack of proper entry and exit dates remains a problem for some participating agencies.

(b) Indicate current OR anticipated HMIS bed coverage of 75% for each housing type.

	75% bed coverage	Anticipate 75% bed coverage	Date anticipate achieving
Emergency Shelter	YES	NA	NA
Transitional Housing	YES	NA	NA
Permanent Supportive Housing	NO	YES	July 2009

(c) If CoC has not yet achieved or does not anticipate achieving 75% bed coverage for all beds (including DV beds), please explain why.

We have yet to achieve 75% coverage in the permanent supportive housing category. Many of the beds in this category are “new inventory” that have not had as much time to participate. Additionally, some of the permanent housing beds are located with Hearth Connections, which will be participating in HMIS via a data upload process, starting this summer.

M-6: Training, Data Quality and Implementation of HMIS Data & Technical Standards

	Y	N	P
1. Training Provided:			
Basic computer training		X	
HMIS software training	X		
Privacy / Ethics training	X		
Security Training	X		
System Administrator training		X	
2. CoC Process/Role:			
Is the CoC able to aggregate all data to a central location at least annually?			X
Does the CoC monitor compliance with HMIS Data & Technical Standards Final Notice?	X		
3. Security—Participating agencies have:			
Unique username and password access?	X		
Secure location?	X		
Locking screen savers?	X		
Virus protection with auto update?	X		
Individual or network firewalls?	X		
Restrictions on access to HMIS via public forums (e.g. PKI digital certificates or IP filtering)?		X	
4. Security—Agency responsible for centralized HMIS data collection and storage has:			
Procedures for off-site storage of HMIS data?	X		
Disaster recovery plan that has been tested?	X		
5. Privacy Requirements:			
If your state has additional confidentiality provisions, have they been implemented? <input type="checkbox"/> Check here if there are no additional state confidentiality provisions.	X		
Is there a “Purpose for data collection” sign at each intake desk for all participating agencies?		X	
Has each participating agency adopted a written privacy policy, including the uses and disclosures of client information?	X		
Does each participating agency have a privacy policy posted on its website (if applicable)?		X	
6. Data Quality—CoC has process to review and improve:			
Client level data quality (i.e. missing birth dates etc.)?		X	
Program level data quality (i.e. data not entered by agency in over 14 days)?		X	
CoC bed coverage (i.e. percent of beds)?	X		
7. Unduplication of Client Records—the CoC:			
Uses only HMIS data to generate unduplicated count?	X		
Uses data integration or data warehouse to generate unduplicated count?		X	
8. OPTIONAL: Uses of HMIS Data—CoC uses HMIS data for:			
Point-in-Time Count		X	
Project/Program performance monitoring	X		
Program purposes (e.g. case management, bed management, program eligibility screening)		X	
Statewide data aggregation (e.g. data warehouse)			X

N: CoC 10-Year Plan, Objectives, and Action Steps Chart

Objectives to End Chronic Homelessness <u>and</u> Move Families and Individuals to Permanent Housing	2007 Local Action Steps How are you going to do it? List action steps to be completed within the next 12 months.	Lead Person List name and title or organization of one person responsible for accomplishing each action step.	Baseline (Current Level)	Numeric Achievement in 12 months	Numeric Achievement in 5 years	Numeric Achievement in 10 years
1. Create new PH beds for chronically homeless persons.	1. Create 2 PH Beds for chronic homeless in Lake County through North Shore Horizons using Shelter Plus Care funding.	Deb Scott, Executive Director, North Shore Horizons	16 Beds	17 Beds	25 Beds	35 Beds
	2. Create 3 PH beds for chronic homelessness through the Fond du Lac Supportive Housing project on the Fond du Lac Reservation.	Amy Wicklund, Economic Development Planner, Fond du Lac Reservation				
2. Increase percentage of homeless persons staying in PH over 6 months to at least 71%.	1. Support services, employment assistance and connection to mainstream resources will be provided to residents of the Outreach Center Apartments to maintain the current percentage of 100% of residents remaining in PH over six months.	Kim Matteen, Executive Director, Human Development Center	47%	71%	75%	75%
	2. Support services, employment assistance, and connection to mainstream resources will be provided to participants in the Itasca County Shelter Plus Care project so that the percentage of participants that stay in PH over six months will increase from 33% to 71%.	Lorna Mix, Program Director, Northland Counseling				
	3. Support services, employment assistance, and connection to mainstream resources will be provided to residents Midway Villa SRO so that the percentage of participants that stay in PH over six months will increase from 41% to 71%.	Lorna Mix, Program Director, Northland Counseling				

	<p>4. Support services, employment assistance, and connection to mainstream resources will be provided to participants in Koochiching Shelter Plus Care so that the percentage of participants that stay in PH over six months will increase from.</p>	<p>Peggy Olson, Housing Redevelop- ment Authority, Koochiching County</p>				
	<p>3. Increase percentage of homeless persons moving from TH to PH to at least 61.5%.</p>	<p>5. Support services, employment assistance, and connection to mainstream resources will be provided to participants in Lake County Shelter Plus Care so that at least 71% stay in PH over six months.</p>				
	<p>1. Increase the percent of participants moving from TH to PH by providing case management and services in the following TH projects:</p> <ul style="list-style-type: none"> a. MACV TH b. Itasca TH c. LIFE TH d. Lake/Cook TH 	<p>a. Harriet Harrington, Program Coordinator MACV</p> <p>b. Becky Boelter, Program Director, Kootasca</p> <p>c. Gwen Grell, Program Coordinator AEOA</p> <p>d. Deb Scott, Executive Director, North Shore Horizons</p>	<p>92%</p>	<p>92%</p>	<p>92%</p>	<p>92%</p>

<p>4. Increase percentage of homeless persons employed at exit to at least 18%.</p>	<p>1. Ensure that homeless persons are employed through the following projects that will connect participants to employment and training resources: The following are the employment goals per project. Percentages of employed homeless persons upon exiting the following projects:</p> <ul style="list-style-type: none"> a. RHASP. Maintain employment percentage of 62.5% b. MACV TH: Maintain employment percentage of 28.6% c. Itasca TH: increase employment percentage to 18% d. LIFE TH: Increase employment percentage to 18%. e. Lake/Cook TH: Maintain an employment percentage of 50% f. HDC Outreach Apartments: increase employment percentage to 18%. 	<ul style="list-style-type: none"> a. Nancy Risse, Program Coordinator Salvation Army b. Harriet Harrington, Program Coordinator, MACV e. Becky Boelter, Program Director, Kootasca f. Gwen Grell, Program Coordinator AEOA g. Deb Scott, Executive Director, North Shore Horizons f. Kim Matteen, Executive Director, Human Development Center g. Lorna Mix, Program Director, Northland Counseling h. Lorna Mix, Program Director, Northland Counseling 	<p>47.6 %</p>	<p>47.6%</p>	<p>49%</p>	<p>49%</p>
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5. Ensure that the CoC has a functional HMIS system.	<ol style="list-style-type: none"> 1. Have 91 beds in HMIS by 2008 2. HMIS training will be provided to improve HMIS participation among organizations that are not mandated providers. 3. Two regional HMIS User Groups will be held in NE MN. 4. Ongoing technical support and training will be provided to participating users to maintain or increase the participation rate among ES, TH, and PH providers. 	Craig Helmstetter, Wilder Research Center.	57% Bed Cov. (75 Beds)	75% Bed Cov. (91 Beds)	80% Bed Cov.	85% Bed Cov.
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Barriers: If your CoC will not meet one or more of the above objectives, briefly describe why not (use less than two paragraphs).

Other CoC Objectives in 2007

1. Ensure that homeless persons have financial resources.	Homeless persons will be connected to mainstream resources and employment, so that the percentage of persons with financial resources at exit stays the same (94%) or increases.	Patty Beech, CoC Coordinator	94%	94%	94%
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O: CoC Discharge Planning Policy Chart

Publicly Funded Institution(s) or System(s) of Care in CoC Geographic Area	None	Initial Discussion	Protocol in Development	Formal Protocol Finalized	Formal Protocol Implemented
Foster Care	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Health Care	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mental Health	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Corrections	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Foster Care:

The Minnesota Department of Human Services, through state legislation, has directed NE MN counties to develop discharge plans with all youth beginning at age 16. Discharge plans include housing and employment options and county case managers from Aitkin, Cook, Carlton, Lake, Itasca, and Koochiching Counties work closely with the youth and foster providers to implement all discharge plans. Foster care youth may petition to stay in foster care until age 21. State wards stay in foster care until age 21. The State of Minnesota is primarily responsible for the care of individuals within publicly funded institutions and does not use McKinney-Vento funds to assist such persons in lieu of State and local resources.

To assist the NE Continuum and other Continuums to better meet the needs of youth in transition from foster care so they do not become homeless, a member of the NE Continuum and other staff from the Minnesota Coalition for the homeless wrote and distributed, “Guide to Successful Transition from Foster Care – Toolkit for Local Advocates”.

Health Care:

Local hospitals work with county social services in NE Minnesota to provide housing and support services to people who may use the emergency room or be hospitalized. The NE MN CoC does not allow McKinney Vento funds to be used to house persons coming directly out of health care facilities. .

Mental Health:

No person committed to a state regional treatment center is discharged homeless. All persons committed to any of the state regional treatment facilities are assigned a mental health case manager through the county that pursued the commitment. Discharge planning begins while the commitment process is still occurring. Housing after discharge is part of the treatment plan. Housing financed by HUD McKinney/Vento dollars is not used for people leaving state regional treatment facilities. The State of Minnesota is primarily responsible for the care of individuals within publicly funded institutions and does not use McKinney-Vento funds to assist such persons in lieu of State and local resources. The **Region 3 Mental Health Initiative**, which includes representatives from 7 NE MN Counties and a representative from the NE Continuum of Care, develops housing and supportive service alternatives, other than McKinney Vento, for persons being discharged from regional treatment centers.

Corrections:*

In order to prevent offenders from being released homeless, the State begins the process of discharge planning shortly after the offender begins serving his sentence in the institution. It is done with enough time to adequately prepare for the coordination of all risk and need areas critical to that offender's successful community reentry. This ensures that all services needed and all available entitlements are secured prior to release and that all stakeholders are included in the discharge planning process. At each correctional facility, a release plan is created for every offender released to supervision. The plan includes case management services, assistance in finding housing, employment, adequate medical and psychiatric treatment and aid in his/her readjustment to the community. The State of Minnesota is primarily responsible for the care of individuals within publicly funded institutions and does not use McKinney-Vento funds to assist such persons in lieu of State and local resources.

*Please note that “corrections” category refers to local jails and state or federal prisons.

P: CoC Coordination Chart

1. Consolidated Plan Coordination	YES	NO
a. Do Con Plan planners, authors and other Con Plan stakeholders participate in CoC general planning meetings?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Do CoC members participate in Con Plan planning meetings, focus groups, or public forums?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Were CoC strategic plan goals addressing homelessness and chronic homelessness used in the development of the Con Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Jurisdictional 10-year Plan Coordination		
a. Is there one or more formal jurisdictional 10-year Plan(s) being developed and/or being implemented within your CoC geography that are separate from the CoC 10-year plan? (If No, you may skip to Question 3a.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Do 10-year Plan conveners, authors and other stakeholders participate in CoC general planning meetings?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Have 10-year Plan participants taken steps to align their planning process with the local CoC plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Were CoC strategic plan goals used in the development of the 10-year Plan(s)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Provide the number of jurisdictions within your CoC geography that have formally implemented a 10-year plan(s). *The NE CoC is currently in the planning stage of the NE Region's 10-year plan.	0*	
3. Public Housing Agency Coordination		
a. Do CoC members meet with CoC area PHAs to improve coordination with and access to mainstream housing resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

CoC 2007 Funding Priorities

Q: CoC Project Priorities Chart

HUD-defined CoC Name: Northeast Minnesota Continuum of Care						CoC #: MN 504			
(1) SF-424 Applicant Name (Please Remove Examples)	(2) Project Sponsor Name	(3) Project Name	(4) Priority	(5) Requested Project Amount	(6) Term	(7) Program and Component Type			
						SHP New	SHP Renewal	S+C New	SRO New
<input checked="" type="checkbox"/> ** American Indian Community Housing Organization (AICHO)	American Indian Community Housing Organization	Fond du Lac Supportive Housing	1	\$24,868	2	PH			
Human Development Center (HDC)	Human Development Center (HDC)	Outreach Center Apartments	2	\$16,417	1		PH		
Minnesota Assistance Council for Veterans (MACV)	Minnesota Assistance Council for Veterans (MACV)	MACV-Duluth	3	\$57,929	1		TH		
Kootasca Community Action	Kootasca Community Action	Itasca Transitional Housing	4	\$31,971	1		TH		
Arrowhead Economic Opportunity Agency (AEOA)	Arrowhead Economic Opportunity Agency (AEOA)	Living Independently From Experience (LIFE)	5	\$20,248	1		TH		
Arrowhead Economic Opportunity Agency (AEOA)	Arrowhead Economic Opportunity Agency (AEOA)	Lake and Cook Transitional Housing	6	\$25,856	1		TH		
The Salvation Army	The Salvation Army	Northeast Minnesota Rural Homeless Assistance and Stability Program (RHASP)	7	\$45,108	1		SSO		
Amherst H. Wilder Foundation	Amherst H. Wilder Foundation	Wilder Research Center Minnesota's HMIS	8	\$19,999	1		HMIS		
(8) Subtotal: Requested Amount for CoC Competitive Projects:				\$242,396					
(9) Shelter Plus Care Renewals:					S+C Component Type				
(10) Subtotal: Requested Amount for S+C Renewal Projects:				\$0					
(11) Total CoC Requested Amount (line 8 + line 10):				\$242,396					

R: CoC Pro Rata Need (PRN) Reallocation Chart
 (Only for Eligible Hold Harmless CoCs)

1a. Will your CoC be using the PRN reallocation process? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
1b. If Yes , explain the open decision making process the CoC used to reduce and/or eliminate projects (use no more than one-half page).					
2. Enter the total 1-year amount of <i>all</i> SHP projects that are eligible for renewal in 2007, which amount you have verified with your field office :				<i>Example:</i> \$530,000	\$
3. Starting with the total entered above for question 2, subtract the amount your CoC proposes to use for new permanent housing project, and enter the remaining amount: <i>(In this example, the amount proposed for new PH project is \$140,000)</i>				<i>Example:</i> \$390,000	\$
4. Enter the Reduced or Eliminated Grant(s) in the 2007 Competition					
(1) Expiring Grants	(2) Program Code	(3) Component	(4) Annual Renewal Amount	(5) Reduced Amount	(6) Retained Amount from Existing Grant
(7) TOTAL:					
5. Newly Proposed Permanent Housing Projects in the 2007 Competition*					
(8) 2007 Project Priority Number	(9) Program Code	(10) Component	(11) Transferred Amounts		
(12) TOTAL:					

*No project listed here can be a #1 priority Samaritan Bonus project

S: CoC Project Leveraging Summary Chart

Name of Continuum	Total Value of Written Commitment
Northeast Minnesota Continuum of Care (NE CoC)	\$450, 878

T: CoC Current Funding and Renewal Projections

Supportive Housing Program (SHP) Projects:													
Type of Housing		All SHP Funds Requested (Current Year)		Renewal Projections									
		2007		2008		2009		2010		2011		2012	
Transitional Housing (TH)		136184		136184		136184		136184		136184		136184	
Safe Havens-TH		0		0		0		0		0		0	
Permanent Housing (PH)		41285		16417		41285		41285		41285		41285	
Safe Havens-PH		0											
SSO		45108		45108		45108		45108		45108		45108	
HMIS		19999		19999		19999		19999		19999		19999	
Totals		242,576		217708		242576		242576		242576		242576	
Shelter Plus Care (S+C) Projects:													
Number of S+C Bedrooms		All S+C Funds Requested (Current Year)		Renewal Projections									
		2007		2008		2009		2010		2011		2012	
		Units	\$	Units	\$	Units	\$	Units	\$	Units	\$	Units	\$
SRO								8	32,976	9	52,546	9	52,536
0										1	24,840	1	24,840
1													
2													
3													
4													
5													
Totals		0	0	0	0	0	0	8	32,976	10	77,386	10	77,386

Part IV: CoC Performance

U: CoC Achievements Chart

2006 Objectives to End Chronic Homelessness and Move Families and Individuals to Permanent Housing	12-month Measurable Achievement Proposed in 2006 (from Chart N of your 2006 CoC application)	Accomplishments (Enter the numeric achievement attained during past 12 months)
1. Create new PH beds for chronically homeless persons.	<ol style="list-style-type: none"> 1. Create 2 beds for chronic homeless persons in Lake County. 2. Begin planning for 2 beds for chronic homeless persons on the Fond du Lac Reservation 3. Begin planning for 2 beds for chronic homeless persons in Carlton County. 	<ol style="list-style-type: none"> 3. North Shore Horizons has raised over \$500,000 and been awarded Shelter Plus Care funding to create 2 PH beds for chronic homeless in Lake County. 4. Fond du Lac Reservation has received pre-development funding for 24 units of permanent housing, including 3 CH units. 5. Created 3 PH beds for chronically homeless persons in the Itasca County Shelter + Care. 6. Created 1 PH bed for chronically homeless persons in Koochiching County. 7. Created 6 PH beds for chronically homeless persons in Midway Villa in Itasca County.
2. Increase percentage of homeless persons staying in PH over 6 months to 71%.	<ol style="list-style-type: none"> 1. Support services, employment assistance and connection to mainstream resources will be provided to residents of the Outreach Center Apartments to maintain the current percentage of 83% of residents remaining in PH over six months. 2. Support services, employment assistance, and connection to mainstream resources will be provided to participants in the Itasca County Shelter Plus Care project so that at least 71% stay in PH over six months. 3. Support services, employment assistance, and connection to mainstream resources will be provided to residents Midway Villa SRO so that at least 71% stay in PH over six months. 4. Support services, employment assistance, 	<ol style="list-style-type: none"> 1. 100% of the residents at the Outreach Center Apartments remained in PH over six months. 100% of residents accepted and received mainstream resources. 2. 33% of participants in the Itasca County Shelter Plus Care project remained housed for over 6 months. All participants (100%) received supportive services, employment assistance and were connected to mainstream resources. 3. 41% of participants in the Midway Villa SRO

	<p>and connection to mainstream resources will be provided to participants in Koochiching Shelter Plus Care so that at least 71% stay in PH over six months.</p> <p>5. Support services, employment assistance, and connection to mainstream resources will be provided to participants in Lake County Shelter Plus Care so that at least 71% stay in PH over six months.</p>	<p>remained housed for more than 6 months. 100% of participants were provided supportive services, employment assistance, and were connected to mainstream resources.</p> <p>4. APR information for the Koochiching Shelter Plus Care is not yet available for the Exhibit 1.</p> <p>5. The final planning and implementation process is currently underway for the Lake County Shelter Plus Care project.</p> <p>6. Overall, 47% of participants in all 3 PH projects remained in PH for more than 6 months.</p>
<p>3. Increase percentage of homeless persons moving from TH to PH to 61.5%.</p>	<p>2. Increase percentage of homeless persons moving from TH to PH to 75% by providing case management and services through the following TH projects in the NE CoC:</p> <ul style="list-style-type: none"> a. MACV TH b. Itasca TH c. LIFE TH d. Lake/Cook TH 	<p>2. The percentage of persons moving from TH to PH was 92%. Of the 13 homeless individuals who exited these projects during the 2006 APR period, 12 went to PH.</p> <p>3. Case management and services were provided to participants in each project enabling the participants to move from TH to PH.</p>
<p>4. Increase percentage of homeless persons becoming employed by 11%.</p>	<p>2. Ensure that 30% of homeless persons are employed through participation in the following projects that will connect participant to employment and training resources: The following are the employment goals per project. Percentages of employed homeless persons upon exiting the following projects:</p> <ul style="list-style-type: none"> a. RHASP. Maintain employment percentage of 50% b. MACV TH: increase employment percentage from 25% to 36% c. Itasca TH: increase employment percentage to 11% d. LIFE TH: Increase employment percentage from 25% to 36%. e. Lake/Cook TH: Maintain employment percentage of 67% 	<p>1. 47.6% of all homeless persons were employed upon exiting the listed projects during the 2006 APR period.</p> <ul style="list-style-type: none"> a. RHASP: Increased employment to 62.5%. b. MACV: Increased employment to 28.6% c. Itasca TH: Maintained at 0% d. LIFE TH: 0% e. Lake/Cook TH: Increased to 100% f. HDC: No exiting participants. Currently 40% of participants are employed. <p>2. Overall, employment percentages increased from</p>

	f. HDC Outreach Apartments: increase employment percentage to 11%.	44% (last year's APR period) to 47.6% during the current APR period for the HUD-funded projects listed.
5. Ensure that the CoC has a functional HMIS system.	<ol style="list-style-type: none"> 1. Have 125 beds in HMIS by 2007 2. HMIS training will be provided to improve HMIS participation among organizations that are not mandated providers. 3. Two regional HMIS User Groups will be held in NE MN. 4. Ongoing technical support and training will be provided to participating users to maintain the 94% participation rate among ES, TH, and PH providers. 	<ol style="list-style-type: none"> 1. After subtracting DV beds from the HMIS bed count, the CoC currently has 75 beds in HMIS. 2. On-going HMIS training is provided to regional organizations in order to improve HMIS participation by non-mandated providers. 3. Two regional user groups were held in NE MN during the last reporting period. 4. Technical support and training is provided to HMIS users throughout the year by Wilder Research Center. Currently 62% of non-DV shelter providers are participating in HMIS; when 4 new projects are online just after 09/07, the HMIS provider percentage will be 93% (12 out of 13).
6. Ensure that homeless persons have financial resources.	<ol style="list-style-type: none"> 1. Homeless persons will be connected to mainstream resources and employment, so that the percentage of persons with financial resources at exit stays the same (95.8%) or increases. 	<ol style="list-style-type: none"> 1. 94% of all homeless persons that exited CoC projects during the most recent APR period had financial resources.
<p>Briefly explain the reasons for not meeting one or more of your proposed measurable achievements. Two new permanent housing projects (Itasca S+C and Midway Villa SRO) started during the last year, and did not achieve HUD's benchmarks for the percentage of people who stayed in permanent housing for 7 months. As an SRO project, Midway Villa did not start out with a high enough level of supportive services to assist people in stabilizing in permanent housing. This situation has now been addressed and additional resources are being devoted to case management and stabilization. For Itasca S+C, limited availability of rental units meant that the project had to start with a shared housing model. Because of the mental health disabilities experienced by many of the S+C participants, shared housing did not work for many of them. The project has recently been successful in leasing single rental units within the county and, as a consequence, has been able to stabilize more of the residents so they can stay in permanent housing.</p>		
<p>OPTIONAL: If desired, you may use this space to describe your CoC's most significant accomplishments over the past 12 months. The NE Continuum of Care's most significant achievements during the last twelve months included 1) conducting a very tough outreach effort to count sheltered and unsheltered homeless people on January 25, 2007 and identifying 116 unsheltered homeless people and 27 people experiencing chronic homelessness; 2) developing 14 new beds of permanent housing for the chronic homeless; and 3) starting development of an additional 78 permanent supportive housing beds, including 6 additional chronic homeless beds.</p>		

V: CoC Chronic Homeless (CH) Progress Chart

1. Enter the total number of chronically homeless persons in your CoC and the total number of permanent housing beds designated for the chronically homeless in your CoC for each year.					
Year	Number of CH Persons		Number of PH beds for the CH		
2005	12		2		
2006	12		2		
2007	27		16		
Briefly describe the reason(s) for any increases in the total number of chronically homeless persons between 2006 and 2007:					
<p>In 2007 the CoC was able to conduct a more extensive unsheltered homeless survey in NE MN. This survey effort on January 25, 2007 counted a greater number of unsheltered homeless persons than in previous years due to better coordination efforts and increased number of survey-conducting volunteers. The NE CoC was able to engage organizations in some of the most rural areas of the region that did not participate in prior survey efforts, as well as conduct interviews on the Fond du Lac Reservation for the first time.</p>					
2. Indicate the number of new PH beds in place and made available for occupancy for the chronically homeless between February 1, 2006 and January 31, 2007:					<u>14</u>
3. Identify the amount of funds from each funding source for the development and operations costs of the new CH beds created between February 1, 2006 and January 31, 2007.					
Cost Type	Public/Government				Private
	HUD McKinney-Vento	Other Federal	State	Local	
Development	\$	\$30,171	\$	\$	\$ 9,635
Operations	\$45,866	\$	\$10,400	\$	\$
TOTAL	\$45,866	\$30,171	\$10,400	\$0	\$9635

W: CoC Housing Performance Chart

1. Participants in Permanent Housing (PH)		
HUD will be assessing the percentage of all participants who remain in S+C or SHP permanent housing (PH) for more than six months. SHP projects include both SHP-PH and SHP-Safe Haven PH renewals. Complete the following chart using data based on the <u>most recently submitted</u> APR for Question 12(a) and 12(b) for PH projects included on your CoC Priority Chart:		
<input type="checkbox"/>	No applicable PH renewals are on the CoC Project Priorities Chart	APR Data
<input checked="" type="checkbox"/>	<u>All</u> PH renewal projects with APRs submitted are included in calculating the responses below	
a.	Number of participants who exited PH project(s)—APR Question 12(a)	0
b.	Number of participants who did not leave the project(s)—APR Question 12(b)	5
c.	Number who exited after staying 7 months or longer in PH—APR Question 12(a)	0
d.	Number who did not leave after staying 7 months or longer in PH—APR question 12(b)	5
e.	Percentage of all participants in PH projects staying 7 months or longer (c. + d. divided by a. + b., multiplied by 100 = e.)	100%
2. Participants in Transitional Housing (TH)		
HUD will be assessing the percentage of all TH clients who moved to a permanent housing situation. TH projects include SHP-TH and SHP-Safe Haven/TH <i>not</i> identified as permanent housing. Complete the following chart using data based on the <u>most recently submitted</u> APR Question 14 for TH renewal projects included on your CoC Priorities Chart.		
<input type="checkbox"/>	No applicable TH renewals are on the CoC Project Priorities Chart	APR Data
<input checked="" type="checkbox"/>	<u>All</u> TH renewal projects with APRs submitted are included in calculating the responses below	
a.	Number of participants who exited TH project(s)—including unknown destination	13
b.	Number of participants who moved to PH	12
c.	Percent of participants in TH projects who moved to PH (b. divided by a., multiplied by 100 = c.)	92%

X: Mainstream Programs and Employment Project Performance Chart

<input type="checkbox"/>	No applicable renewal projects for the Mainstream Programs and Employment Chart are included in the CoC Priorities Chart.
<input checked="" type="checkbox"/>	All renewal projects on the CoC Priorities Chart that are not exempted from reporting in the APR are included in calculating the responses below.

(1) Number of Adults Who Left (Use same number in each cell)	(2) Income Source	(3) Number of Exiting Adults with Each Source of Income	(4) Percent with Income at Exit (Col 3 ÷ Col 1 x 100)
21	a. SSI	1	4.8%
21	b. SSDI	1	4.8%
21	c. Social Security	0	0.0%
21	d. General Public Assistance	1	4.8%
21	e. TANF	3	14.3%
21	f. SCHIP	0	0.0%
21	g. Veterans Benefits	4	19.0%
21	h. Employment Income	10	47.6%
21	i. Unemployment Benefits	1	4.8%
21	j. Veterans Health Care	4	19.0%
21	k. Medicaid	3	14.3%
21	l. Food Stamps	10	47.6%
21	m. Other (please specify): Child Support Earned Income Unknown (not listed)	2	9.5%
21	n. No Financial Resources	2	9.5%

Y: Enrollment and Participation in Mainstream Programs Chart

Check those activities implemented by a majority of your CoC's homeless assistance providers (check all that apply):	
<input checked="" type="checkbox"/>	A majority of homeless assistance providers have case managers systematically assist clients in completing applications for mainstream benefit programs.
<input checked="" type="checkbox"/>	The CoC systematically analyzes its projects' APRs to assess and improve access to mainstream programs.
<input checked="" type="checkbox"/>	The CoC has an active planning committee that meets at least three times a year to improve CoC-wide participation in mainstream programs.
<input type="checkbox"/>	A majority of homeless assistance providers use a single application form for four or more of the above mainstream programs.
<input checked="" type="checkbox"/>	The CoC systematically provides outreach and intake staff specific, ongoing training on how to identify eligibility and program changes for mainstream programs.
<input checked="" type="checkbox"/>	The CoC or any of its projects has specialized staff whose primary responsibility is to identify, enroll, and follow-up with homeless persons on participation in mainstream programs.
<input checked="" type="checkbox"/>	A majority of homeless assistance providers supply transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs.
<input checked="" type="checkbox"/>	A majority of homeless assistance providers have staff systematically follow-up to ensure that mainstream benefits are received.
<input checked="" type="checkbox"/>	The CoC coordinates with the State Interagency Council(s) on Homelessness to reduce or remove barriers to accessing mainstream services.

Z: Unexecuted Grants Awarded Prior to the 2006 CoC Competition Chart

Provide a list of <u>all</u> HUD McKinney-Vento Act awards made prior to the 2005 competition that are not yet under contract (i.e., signed grant agreement or executed ACC).			
Project Number	Applicant Name	Project Name	Grant Amount
		Total:	\$0

AA: CoC Participation in Energy Star Chart

HUD promotes energy-efficient housing. All McKinney-Vento funded projects are encouraged to promote energy efficiency, and are specifically encouraged to purchase and use Energy Star labeled products. For information on the Energy Star initiative go to: http://www.energystar.gov .
Have you notified CoC members of the Energy Star initiative? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Percentage of CoC projects on CoC Priority Chart using Energy Star appliances: <u>83</u> %

AB: Section 3 Employment Policy Chart

	YES	NO
1. Is any project in your CoC requesting HUD funds for housing rehabilitation or new construction?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. If you answered yes to Question 1: Is the project requesting \$200,000 or more?	<input type="checkbox"/>	<input type="checkbox"/>
<p>3. If you answered yes to Question 2: What activities will the project undertake to ensure that employment and other economic opportunities are directed to low- and very low-income persons, per the Housing and Urban Development Act of 1968 (known as “Section 3”)? Check all that apply:</p> <p><input type="checkbox"/> The project will have a preference policy for hiring low- and very low-income persons residing in the service area or neighborhood where the project is located, and for hiring Youthbuild participants/graduates.</p> <p><input type="checkbox"/> The project will advertise at social service agencies, employment and training centers, community centers, or other organizations that have frequent contact with low- and very low-income individuals, as well as local newspapers, shopping centers, radio, etc.</p> <p><input type="checkbox"/> The project will notify any area Youthbuild programs of job opportunities.</p> <p><input type="checkbox"/> If the project will be awarding competitive contracts of more than \$100,000, it will establish a preference policy for “Section 3 business concerns”* that provide economic opportunities and will include the “Section 3 clause”** in all solicitations and contracts.</p> <p><input type="checkbox"/> The project has hired low- or very low-income persons.</p>		
<p>*A “Section 3 business concern” is one in which: 51% or more of the owners are section 3 residents of the area of service; <u>or</u> at least 30% of its permanent full-time employees are currently section 3 residents of the area of service, or within three years of their date of hire with the business concern were section 3 residents; <u>or</u> evidence of a commitment to subcontract greater than 25% of the dollar award of all subcontracts to businesses that meet the qualifications in the above categories is provided.</p> <p>**The “Section 3 clause” can be found at 24 CFR Part 135.</p>		