

Before Starting the CoC Application

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

The Collaborative Applicant is responsible for:

1. Reviewing the FY 2017 CoC Program Competition NOFA in its entirety for specific application and program requirements.
 2. Ensuring all questions are answered completely.
 3. Reviewing the FY 2017 CoC Consolidated Application Detailed Instructions, which gives additional information for each question.
 4. Ensuring all imported responses in the application are fully reviewed and updated as needed.
 5. The Collaborative Applicant must review and utilize responses provided by project applicants in their Project Applications.
 6. Some questions require the Collaborative Applicant to attach documentation to receive credit for the question. This will be identified in the question.
- Note: For some questions, HUD has provided documents to assist Collaborative Applicants in filling out responses. These are noted in the application.
 - All questions marked with an asterisk (*) are mandatory and must be completed in order to submit the CoC Application.

For CoC Application Detailed Instructions [click here](#).

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: TN-502 - Knoxville/Knox County CoC

1A-2. Collaborative Applicant Name: City of Knoxville, Tennessee

1A-3. CoC Designation: CA

1A-4. HMIS Lead: UT College of Social Work Office of Research and P

1B. Continuum of Care (CoC) Engagement

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1B-1. From the list below, select those organization(s) and/or person(s) that participate in CoC meetings. Using the drop-down boxes, indicate if the organization(s) and/or person(s): (1) participate in CoC meetings; and (2) vote, including selection of CoC Board members. Responses should be for the period from 5/1/16 to 4/30/17.

Organization/Person Categories	Participates in CoC Meetings	Votes, including electing CoC Board Members
Local Government Staff/Officials	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes
Law Enforcement	Yes	Yes
Local Jail(s)	No	No
Hospital(s)	Yes	No
EMT/Crisis Response Team(s)	No	No
Mental Health Service Organizations	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes
Affordable Housing Developer(s)	Yes	Yes
Disability Service Organizations	Yes	Yes
Disability Advocates	Yes	Yes
Public Housing Authorities	Yes	Yes
CoC Funded Youth Homeless Organizations	Not Applicable	No
Non-CoC Funded Youth Homeless Organizations	Yes	Yes
Youth Advocates	Yes	Yes
School Administrators/Homeless Liaisons	Yes	Yes
CoC Funded Victim Service Providers	Not Applicable	No
Non-CoC Funded Victim Service Providers	Yes	Yes
Domestic Violence Advocates	Yes	Yes
Street Outreach Team(s)	Yes	Yes
Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Yes	Yes
LGBT Service Organizations	Yes	Yes
Agencies that serve survivors of human trafficking	Yes	Yes
Other homeless subpopulation advocates	Yes	Yes
Homeless or Formerly Homeless Persons		
Other:(limit 50 characters)		

Veterans Service Organizations	Yes	Yes
Public Library	Yes	Yes
Real Estate Professionals	Yes	Yes

Applicant must select Yes, No or Not Applicable for all of the listed organization/person categories in 1B-1.

**1B-1a. Describe the specific strategy(s) the CoC uses to solicit and consider opinions from organizations and/or persons that have an interest in preventing or ending homelessness.
(limit 1000 characters)**

Our CoC/Homeless Coalition has been active for over 30 years. Participation is high and represents a full array of stakeholders. The CoC maintains a social media presence on Facebook and Twitter and has a web page. New people are regularly invited to attend and the group seeks out participation for any area that is under-represented. The CoC meets monthly with discussions covering the full gamut of needs and resources related to homelessness, and the HUD CoC process is a standing agenda item. The CoC is represented on the Knoxville "Mayor's Roundtable on Homelessness," which meets quarterly and is responsible for implementing the jurisdictional homelessness plan. CoC members speak at neighborhood and community organization meetings. The CoC sponsors 'Landlord Summits' to seek input, provide information and to increase housing options for the homeless. The CoC uses focus groups and surveys to solicit information and input from people experiencing homelessness.

**1B-2. Describe the CoC's open invitation process for soliciting new members, including any special outreach.
(limit 1000 characters)**

The CoC maintains an online and social media presence and publicizes meetings. Membership is regularly reviewed, and key stakeholders invited to attend and participate. A new Youth Homelessness Council was developed and made a part of the CoC/Homeless Coalition this year, bringing in additional representation from agencies and organizations that serve homeless and at-risk youth.

**1B-3. Describe how the CoC notified the public that it will accept and consider proposals from organizations that have not previously received CoC Program funding in the FY 2017 CoC Program Competition, even if the CoC is not applying for new projects in FY 2017. The response must include the date(s) the CoC made publicly knowing they were open to proposals.
(limit 1000 characters)**

The CoC application process, timeline and solicitation for applications, including new applications from organizations not currently receiving CoC funding, was announced publicly at the CoC meeting on July 25, 2017.

1C. Continuum of Care (CoC) Coordination

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1C-1. Using the chart below, identify the Federal, State, Local, Private and Other organizations that serve homeless individuals, families, unaccompanied youth, persons who are fleeing domestic violence, or those at risk of homelessness that are included in the CoCs coordination; planning and operation of projects. Only select "Not Applicable" if the funding source(s) do not exist in the CoC's geographic area.

Entities or Organizations the CoC coordinates planning and operation of projects	Coordinates with Planning and Operation of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Yes
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	Yes
Head Start Program	Yes
Housing and service programs funded through Department of Justice (DOJ) resources	Yes
Housing and service programs funded through Health and Human Services (HHS) resources	Yes
Housing and service programs funded through other Federal resources	Yes
Housing and service programs funded through state government resources	Yes
Housing and service programs funded through local government resources	Yes
Housing and service programs funded through private entities, including foundations	Yes
Other:(limit 50 characters)	
Knoxville Mayor's Roundtable on Homelessness	Yes
Tennessee Interagency Council on Homelessness	Yes

1C-2. Describe how the CoC actively consults with Emergency Solutions Grant (ESG) recipient's in the planning and allocation of ESG funds. Include in the response: (1) the interactions that occur between the CoC and the ESG Recipients in the planning and allocation of funds; (2) the CoCs participation in the local Consolidated Plan jurisdiction(s) process by providing Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions; and (3) how the CoC ensures local homelessness information is clearly communicated and addressed in Consolidated Plan updates. (limit 1000 characters)

(1) The Tennessee Housing Development Agency (THDA) is the ESG recipient for this CoC. THDA consults with the Collaborative Applicant (CA) to establish ESG funding priorities for this CoC, coordinates with the CA during the sub-

recipient selection process, and also during the monitoring process; (2) The CoC provides all required HIC, PIT and other data on homelessness to local Consolidated Plan Jurisdictions as ConPlans and Annual Updates are developed; (3) the CoC and KnoxHMIS coordinate with the local ConPlan jurisdictions to provide all needed homelessness data for Conplan and Annual Update development, as well as for CAPER and other reporting requirements. This CoC has also created a national best practice user-friendly "Community Dashboard" (knoxhmis.org/dashboard) to provide current homelessness data to the ConPlan jurisdictions, elected officials and the public at-large.

**1C-3. CoCs must demonstrate the local efforts to address the unique needs of persons, and their families, fleeing domestic violence that includes access to housing and services that prioritizes safety and confidentiality of program participants.
(limit 1000 characters)**

A Family Justice Center (FJC) is operated in this CoC, which provides a one-stop shop intake center for victims of domestic violence. DV victims are referred or taken to the FJC by law enforcement, social service providers or via self referral.

Upon intake, individuals and families are referred to the most appropriate and safe housing and services available, whether funded by CoC, ESG, DoJ, HHS, or others, including Legal Aid of East Tennessee, the Sexual Assault Crisis Center, Knox Area Rescue Ministries or others. Throughout this process, safety, security, and personal choice are paramount. Inclusion in HMIS is voluntary, and an anonymous identifier can be used if needed or preferred, in order to protect the personally identifiable information of any DV victim.

**1C-3a. CoCs must describe the following: (1) how regular training is provided to CoC providers and operators of coordinated entry processes that addresses best practices in serving survivors of domestic violence; (2) how the CoC uses statistics and other available data about domestic violence, including aggregate data from comparable databases, as appropriate, to assess the scope of community needs related to domestic violence and homelessness; and (3) the CoC safety and planning protocols and how they are included in the coordinated assessment.
(limit 1,000 characters)**

(1) The CoC is currently developing its Coordinated Entry System, and has secured agreement with Family Justice Center (FJC), which provides a one-stop shop intake center for victims of domestic violence, to participate in CES and ensure that appropriate DV training is provided for CES. (2) This CoC is currently developing its CES. CES, HMIS, and the FJC will coordinate to use de-identified and aggregate data to determine the scope of community needs for survivors of DV and their families. (3) This CoC is currently developing its CES and will work with the FJC to ensure that appropriate safety protocols are incorporated into CES to ensure confidential assessment while maximizing client choice.

1C-4. Using the chart provided, for each of the Public Housing Agency's

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(PHA) in the CoC's geographic area: (1) identify the percentage of new admissions to the Public Housing or Housing Choice Voucher (HCV) Programs in the PHA's that were homeless at the time of admission; and (2) indicate whether the PHA has a homeless admission preference in its Public Housing and/or HCV program.

Attachment Required: If the CoC selected, "Yes-Public Housing", "Yes-HCV" or "Yes-Both", attach an excerpt from the PHA(s) written policies or a letter from the PHA(s) that addresses homeless preference.

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2016 who were homeless at entry	PHA has General or Limited Homeless Preference
Knoxville's Community Development Corp.		Yes-Both
Tennessee Housing Development Agency		No
East Tennessee Human Resource Agency		No

**1C-4a. For each PHA where there is not a homeless admission preference in their written policies, identify the steps the CoC has taken to encourage the PHA to adopt such a policy.
(limit 1000 characters)**

Knoxville's Community Development Corp. (KCDC) is by far the primary PHA serving this CoC and does offer a homeless admission preference, so most of the public housing and choice vouchers in this CoC include the preference. The Tennessee Housing Development Agency (THDA) to a much lesser extent provides Housing Choice vouchers within this CoC, and does not have that preference. This Collaborative Applicant serves as co-chair of the Tennessee Inter-agency Council on Homelessness, which on August 1, 2017 voted to advocate to PHAs statewide that they adopt homeless admission preferences. According to the PHA crosswalk, East Tennessee Human Resource Agency has only one choice voucher in this CoC.

**1C-5. Describe the actions the CoC has taken to: (1) address the needs of Lesbian, Gay, Bisexual, Transgender (LGBT) individuals and their families experiencing homelessness, (2) conduct regular CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity, including Gender Identify Equal Access to Housing, Fina Rule; and (3) implementation of an anti-discrimination policy.
(limit 1000 characters)**

(1) This CoC actively works to address the needs of LGBT individuals and families, and has transferred one CoC-funded project to a different agency in order to assure its availability to everyone, specifically including LGBT individuals and families. Our Homeless Youth Council has a standing working group on LGBT issues, which is researching local needs and preparing an online training module for CoC partners. (2) Training and discussion LGBT issues and equal access to resources occurs between quarterly and monthly

within this CoC. (3) On May 26, 2017, this CoC adopted the nondiscrimination requirements of CPD-16-11 as part of its CoC prioritization policy. This CoC will include a nondiscrimination policy as part of its implementation of the Coordinated Entry System in January, 2018.

1C-6. Criminalization: Select the specific strategies implemented by the CoC to prevent the criminalization of homelessness in the CoC's geographic area. Select all that apply.

Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
Engaged/educated law enforcement:	<input checked="" type="checkbox"/>
Engaged/educated local business leaders	<input checked="" type="checkbox"/>
Implemented communitywide plans:	<input checked="" type="checkbox"/>
No strategies have been implemented	<input type="checkbox"/>
Other:(limit 50 characters)	
Opening early '18: jail diversion center	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

When "No Strategies have been implemented" is selected no other checkbox may be selected.

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1D-1. Discharge Planning-State and Local: Select from the list provided, the systems of care the CoC coordinates with and assists in state and local discharge planning efforts to ensure those who are discharged from that system of care are not released directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply.

Foster Care:	<input checked="" type="checkbox"/>
Health Care:	<input checked="" type="checkbox"/>
Mental Health Care:	<input checked="" type="checkbox"/>
Correctional Facilities:	<input checked="" type="checkbox"/>
None:	<input type="checkbox"/>

1D-1a. If the applicant did not check all the boxes in 1D-1, provide: (1) an explanation of the reason(s) the CoC does not have a discharge policy in place for the system of care; and (2) provide the actions the CoC is taking or plans to take to coordinate with or assist the State and local discharge planning efforts to ensure persons are not discharged to the street, emergency shelters, or other homeless assistance programs. (limit 1000 characters)

Not Applicable.

1D-2. Discharge Planning: Select the system(s) of care within the CoC's geographic area the CoC actively coordinates with to ensure persons who have resided in any of the institutions listed below longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply.

Foster Care:	<input checked="" type="checkbox"/>
Health Care:	<input checked="" type="checkbox"/>

Mental Health Care:	<input checked="checked" type="checkbox"/>
Correctional Facilities:	<input checked="checked" type="checkbox"/>
None:	<input type="checkbox"/>

1E. Continuum of Care (CoC) Project Review, Ranking, and Selection

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1E-1. Using the drop-down menu, select the appropriate response(s) that demonstrate the process the CoC used to rank and select project applications in the FY 2017 CoC Program Competition which included (1) the use of objective criteria; (2) at least one factor related to achieving positive housing outcomes; and (3) included a specific method for evaluating projects submitted by victim service providers.

Attachment Required: Public posting of documentation that supports the process the CoC used to rank and select project application.

Used Objective Criteria for Review, Rating, Ranking and Section	Yes
Included at least one factor related to achieving positive housing outcomes	Yes
Included a specific method for evaluating projects submitted by victim service providers	Yes

1E-2. Severity of Needs and Vulnerabilities

**CoCs must provide the extent the CoC considered the severity of needs and vulnerabilities experienced by program participants in their project ranking and selection process. Describe: (1) the specific vulnerabilities the CoC considered; and (2) how the CoC takes these vulnerabilities into account during the ranking and selection process. (See the CoC Application Detailed Instructions for examples of severity of needs and vulnerabilities.)
(limit 1000 characters)**

The CoC ranking panel uses a 2-step review process. First, each application is scored on objective criteria like performance standards, alignment with stated objectives, cost effectiveness and coordination with the CoC. Second, the panel considers qualitative factors, such as vulnerable populations served, and how a program fits into the overall continuum. Vulnerability examples include mental illness, domestic violence, addiction, chronic homelessness, unaccompanied youth, service resistance, physical health or disability, health and safety risks, etc.

For example, although we continue to reallocate funds to PH, the panel maintained the importance of CAC's (SSO) REACH program, which provides street outreach to highly vulnerable populations. This is what ensures those people are found and connected to the other PH programs here. Despite scoring that reflects HUD's waning interest in SSO, the panel pulled as much of

this program into Tier 1 as possible, because of the above factors.

1E-3. Using the following checklist, select: (1) how the CoC made publicly available to potential project applicants an objective ranking and selection process that was used for all project (new and renewal) at least 2 days before the application submission deadline; and (2) all parts of the CoC Consolidated Application, the CoC Application attachments, Priority Listing that includes the reallocation forms and Project Listings that show all project applications submitted to the CoC were either accepted and ranked, or rejected and were made publicly available to project applicants, community members and key stakeholders.

Attachment Required: Documentation demonstrating the objective ranking and selections process and the final version of the completed CoC Consolidated Application, including the CoC Application with attachments, Priority Listing with reallocation forms and all project applications that were accepted and ranked, or rejected (new and renewal) was made publicly available. Attachments must clearly show the date the documents were publicly posted.

Public Posting	
CoC or other Website	<input checked="" type="checkbox"/>
Email	<input type="checkbox"/>
Mail	<input type="checkbox"/>
Advertising in Local Newspaper(s)	<input type="checkbox"/>
Advertising on Radio or Television	<input type="checkbox"/>
Social Media (Twitter, Facebook, etc.)	<input type="checkbox"/>

1E-4. Reallocation: Applicants must demonstrate the ability to reallocate lower performing projects to create new, higher performing projects. CoC's may choose from one of the following two options below to answer this question. You do not need to provide an answer for both.

Option 1: The CoC actively encourages new and existing providers to apply for new projects through reallocation.

Attachment Required - Option 1: Documentation that shows the CoC actively encouraged new and existing providers to apply for new projects through reallocation.

Option 2: The CoC has cumulatively reallocated at least 20 percent of the CoC's ARD between FY 2013 and FY 2017 CoC Program Competitions.

No Attachment Required - HUD will calculate the cumulative amount based on the CoCs reallocation forms submitted with each fiscal years Priority Listing.

Reallocation: Option 2

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No Attachment Required - HUD will calculate the cumulative amount based on the CoCs reallocation forms submitted with each fiscal years Priority Listing.

1E-5. If the CoC rejected or reduced project application(s), enter the date the CoC and Collaborative Applicant notified project applicants their project application(s) were being rejected or reduced in writing outside of e-snaps. 08/25/2017

Attachment Required: Copies of the written notification to project applicant(s) that their project application(s) were rejected. Where a project application is being rejected or reduced, the CoC must indicate the reason(s) for the rejection or reduction.

1E-5a. Provide the date the CoC notified applicant(s) their application(s) were accepted and ranked on the Priority Listing, in writing, outside of e-snaps. 09/07/2017

Attachment Required: Copies of the written notification to project applicant(s) their project application(s) were accepted and ranked on the Priority listing.

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2A-1. Does the CoC have in place a Governance Charter or other written documentation (e.g., MOU/MOA) that outlines the roles and responsibilities of the CoC and HMIS Lead? Yes

Attachment Required: If “Yes” is selected, a copy of the sections of the Governance Charter, or MOU/MOA addressing the roles and responsibilities of the CoC and HMIS Lead.

2A-1a. Provide the page number(s) where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document(s) referenced in 2A-1. In addition, indicate if the page number applies to the Governance Charter or MOU/MOA. CoC Bylaws, p 12.

2A-2. Does the CoC have a HMIS Policies and Procedures Manual? Attachment Required: If the response was “Yes”, attach a copy of the HMIS Policies and Procedures Manual. Yes

2A-3. What is the name of the HMIS software vendor? Mediaware ServicePoint

2A-4. Using the drop-down boxes, select the HMIS implementation Coverage area. Single CoC

2A-5. Per the 2017 HIC use the following chart to indicate the number of beds in the 2017 HIC and in HMIS for each project type within the CoC. If a particular project type does not exist in the CoC then enter "0" for all cells

in that project type.

Project Type	Total Beds in 2017 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ESG) beds	435	20	415	100.00%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	307	21	286	100.00%
Rapid Re-Housing (RRH) beds	618	0	618	100.00%
Permanent Supportive Housing (PSH) beds	412	0	317	76.94%
Other Permanent Housing (OPH) beds	0	0	0	

**2A-5a. To receive partial credit, if the bed coverage rate is below 85 percent for any of the project types, the CoC must provide clear steps on how it intends to increase this percentage for each project type over the next 12 months.
(limit 1000 characters)**

The HMIS bed coverage rate is improving year to year. KNOXHMIS is working steadily to increase data entry of HUD VASH vouchers. The 23% percent not covered in HMIS is due to not having all HUD Vash Vouchers input into HMIS. KnoxHMIS has a successful partnership with our local public housing agency who manages data entry for HUD-VASH Vouchers. Since 2015, the Knoxville-Knox County Community Housing Corporation (KCDC) enters data on all new VASH vouchers issued. Additionally, KCDC captures current VASH residents in KnoxHMIS when they come in for leasing renewal. Although this process has been in operation for two years, not all vouchers are in HMIS. This is due to three factors including: (1) not all VASH Vouchers are issued currently and (2) some VASH recipients were not up for lease during this reporting period.

2A-6. Annual Housing Assessment Report (AHAR) Submission: How many Annual Housing Assessment Report (AHAR) tables were accepted and used in the 2016 AHAR?

7

**2A-7. Enter the date the CoC submitted the 2017 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX).
(mm/dd/yyyy)**

04/19/2017

2B. Continuum of Care (CoC) Point-in-Time Count

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2B-1. Indicate the date of the CoC's 2017 PIT count (mm/dd/yyyy). If the PIT count was conducted outside the last 10 days of January 2017, HUD will verify the CoC received a HUD-approved exception. 01/26/2017

2B-2. Enter the date the CoC submitted the PIT count data in HDX. (mm/dd/yyyy) 04/19/2017

2C. Continuum of Care (CoC) Point-in-Time (PIT) Count: Methodologies

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2C-1. Describe any change in the CoC's sheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017. Specifically, how those changes impacted the CoCs sheltered PIT count results. (limit 1000 characters)

The increase in the sheltered PIT is primarily influenced by increased capacity in Knox Area Rescue Ministries (KARM) Bridge and Serenity Transitional Housing programs; In 2016, the agency added new beds to its inventory.

A secondary influence on the increased sheltered count is due to the incorporation of the Federal Youth Services Bureau (FYSB) Runaway Homeless Youth (RHY) data being mandated to be entered into HMIS. Prior to this mandate, agencies reported their unidentifiable, aggregated data to the CoC via excel spreadsheets to the CoC lead and likely did not have stringent data quality requirements within their program. Since incorporation into HMIS, data quality and timeliness have increased among these RHY projects due to increased training and monitoring. This improved data capture/quality has likely impacted the increase in ES and TH for youth populations.

2C-2. Did your CoC change its provider coverage in the 2017 sheltered count? Yes

2C-2a. If "Yes" was selected in 2C-2, enter the change in provider coverage in the 2017 sheltered PIT count, including the number of beds added or removed due to the change.

Beds Added:	31
Beds Removed:	0
Total:	31

2C-3. Did your CoC add or remove emergency shelter, transitional housing, or Safe-Haven inventory because of funding specific to a Presidentially declared disaster resulting in a change to the CoC's 2017 sheltered PIT count? No

2C-3a. If "Yes" was selected in 2C-3, enter the number of beds that were added or removed in 2017 because of a Presidentially declared disaster.

Beds Added:	0
Beds Removed:	0
Total:	0

2C-4. Did the CoC change its unsheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017? Yes

CoCs that did not conduct an unsheltered count in 2016 or did not report unsheltered PIT count data to HUD in 2016 should compare their efforts in 2017 to their efforts in 2015.

2C-4a. Describe any change in the CoC's unsheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017. Specify how those changes impacted the CoC's unsheltered PIT count results. See Detailed Instructions for more information. (limit 1000 characters)

TN-502 improved geographic coverage of potential unsheltered persons. The unsheltered street outreach count was conducted by HUD funded Street Outreach (SO) workers AND designated Knoxville Police (KPD) Officers trained in Crisis Intervention Training. Both SO and KPD covered known encampments throughout the county (14 camps during PIT); their communication and collaboration ensured that there was wider coverage on the night of the count. The data set was compared to HMIS, ES, TH, and Street Outreach case management records to ensure an unduplicated count.

2C-5. Did the CoC implement specific measures to identify youth in their PIT count? Yes

2C-5a. If "Yes" was selected in 2C-5, describe the specific measures the CoC; (1) took to identify homeless youth in the PIT count; (2) during the planning process, how stakeholders that serve homeless youth were engaged; (3) how homeless youth were engaged/involved; and (4) how the CoC worked with stakeholders to select locations where homeless youth are most likely to be identified. (limit 1000 characters)

The Homeless Youth Council comprised of 30+ agencies serving youth led the count. Survey tools were modeled after other HUD communities (Nevada, Ohio, and New York). The University of Tennessee IRB, Pellissippi State Community College IRB, and Knox Co Schools Research team reviewed the surveys. Two data sets were captured. The first set was community-wide; 25 volunteers were trained to id homeless youth and conduct a 27-item questionnaire. Nine sites

were identified by youth and the Coalition and included outdoor street outreach, public library, local community college campus, technical college, and youth service providers. The second data-set was rendered throughout our public schools; the Homeless Liaison and school social workers completed a 24-item observation tool on youth they identified to meet the HUD homeless criteria. School staff were trained prior. Careful thought during data analysis ensured an unduplicated PIT count across all categories (ES, TH, and unsheltered).

2C-6. Describe any actions the CoC implemented in its 2017 PIT count to better count individuals and families experiencing chronic homelessness, families with children, and Veterans experiencing homelessness. (limit 1000 characters)

TN-502 utilized HUD Street Outreach, RHY street outreach, and our local law enforcement homeless street outreach officers to increase geographic coverage of outdoor encampments. This increased our coverage of potential sites where we could better capture chronic homelessness and potential veterans who do not traditionally seek services.

3A. Continuum of Care (CoC) System Performance

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3A-1. Performance Measure: Reduction in the Number of First-Time Homeless. Describe: (1) the numerical change the CoC experienced; (2) the process the CoC used to identify risk factors of becoming homeless for the first time; (3) the strategies in place to address individuals and families at risk of becoming homeless; and (4) the organization or position that is responsible for overseeing the CoC's strategy to reduce or end the number of individuals and families experiencing homelessness for the first time.
(limit 1000 characters)

(1) There was a decrease of 374 persons reported in HDX experiencing homelessness for the first time. (2) The CoC has identified different risk factors for first-time homelessness where interventions are possible, including eviction from public housing, and inability to pay utilities costs in affordable housing. (3) The CoC provides a locally funded program to assist vulnerable public housing tenants to avoid evictions. The CoC has implemented a best practice energy efficiency education and weatherization program for low-income residents. (4) The City of Knoxville, CoC, and many community partners collaborate to oversee development and implementation of strategies to prevent first-time homelessness.

3A-2. Performance Measure: Length-of-Time Homeless. CoC 's must demonstrate how they reduce the length-of-time for individuals and families remaining homeless. Describe (1) the numerical change the CoC experienced; (2) the actions the CoC has implemented to reduce the length-of-time individuals and families remain homeless; (3) how the CoC identifies and houses individuals and families with the longest length-of-time homeless; and (4) identify the organization or position that is responsible for overseeing the CoC's strategy to reduce the length-of-time individuals and families remain homeless.
(limit 1000 characters)

(1) There was an increase by three days in average length of time homeless reported in HDX. (2) Lack of affordable housing is a critical challenge affecting this measure. The City of Knoxville is using local and federal funding to assist with the development of additional affordable units. The CoC has coordinated three recent Landlord Summits to educate and encourage landlords to make more units available to low income tenants. The CoC is coordinating with the Mayor's Roundtable on Homelessness and the Tenn. Interagency Council on Homeless to pursue additional resources for affordable and permanent

supportive housing. The CoC is currently building a coordinated entry system to streamline rapid and effective placement in housing and programs. (4) The CoC partners and the City of Knoxville coordinate to implement the strategies in the jurisdictional homelessness plan to reduce the LOT individuals and families remain homeless.

3A-3. Performance Measures: Successful Permanent Housing Placement and Retention

Describe: (1) the numerical change the CoC experienced; (2) the CoCs strategy to increase the rate of which individuals and families move to permanent housing destination or retain permanent housing; and (3) the organization or position responsible for overseeing the CoC's strategy for retention of, or placement in permanent housing. (limit 1000 characters)

(1) TN502 improved by 17% among those exiting street outreach into permamnent housing; 5% among ES & TH programs; 1% among permanent housing programs. (2) The CoC monitors and publicly reports PH placement and retention data quarterly through its online, public-facing HMIS dashboard. CoC and partner agencies collaborate on implementation of the jurisdictional homelessness plan to focus on permanent housing placements using the Housing First model. The CoC is currently building a coordinated entry system to conduct uniform intake, assessment and referrals to create by-name lists and prioritize the most vulnerable for placement in permanent housing. PH programs monitor housing retention data and adjust practices to maintain and increase successful retention in PH. (3) The CoC partners and the City of Knoxville coordinate to implement the strategies in the jurisdictional homelessness plan to oversee strategies for placement in and retention of permanent housing.

3A-4. Performance Measure: Returns to Homelessness.

Describe: (1) the numerical change the CoC experienced, (2) what strategies the CoC implemented to identify individuals and families who return to homelessness, (3) the strategies the CoC will use to reduce additional returns to homelessness, and (4) the organization or position responsible for overseeing the CoC's efforts to reduce the rate of individuals and families' returns to homelessness. (limit 1000 characters)

(1) The overall increase in returns to homelessness was likely due to both improved software reporting and some increase in returns to homelessness. As additional SPMs are submitted, we will be able to see improvements. There was an overall increase of 9% returns to homelessness between 2015 (18%) and 2016 (27%); the increase was across all categories except street outreach which remained steady at 14%. (2) The CoC monitors and publicly reports return to homelessness data quarterly through its online, public-facing HMIS dashboard. We are continuing to monitor returns to homelessness and will review data quarterly to determine possible contributing factors and trends. (3) The CoC will implement a new Coordinated Entry System to assure more effective intake, prioritization and referral, to improve housing outcomes through better referrals and placement. (4) The Mayor's Roundtable on Homelessness and CoC partners oversee efforts on this front.

3A-5. Performance Measures: Job and Income Growth

Describe: (1) the strategies that have been implemented to increase access to employment and mainstream benefits; (2) how the CoC program-funded projects have been assisted to implement the strategies; (3) how the CoC is working with mainstream employment organizations to help individuals and families increase their cash income; and (4) the organization or position that is responsible for overseeing the CoC's strategy to increase job and income growth from employment, non-employment including mainstream benefits.
(limit 1000 characters)

(1) CoC-funded partners access programs to increase client incomes, including CABHI, FIOA, SOAR, and others. All programs are accessing the Tenn. Career Center's resources, as well as employment programs offered by local providers, including Helen Ross McNabb Center's Individual Placement and Support (IPS) Assisted Employment program, SOAR and others. (2) The Mayor's Roundtable on Homelessness and the CoC provide information and training for partner agencies to assist them in accessing and implementing programs like SOAR, CABHI, and others. KnoxHMIS has increased training on how to input income into HMIS in order to improve data quality for this information, and places emphasis on this during site visits to all agencies system-wide. (3) The CoC is coordinating with the Tenn. Interagency Council on Homelessness to improve access to state employment assistance programs for homeless persons. (4) The Mayor's Roundtable on Homelessness and CoC partners will monitor progress in this area.

3A-6. Did the CoC completely exclude a geographic area from the most recent PIT count (i.e. no one counted there, and for communities using samples in the area that was excluded from both the sample and extrapolation) where the CoC determined there were no unsheltered homeless people, including areas that are uninhabitable (deserts, forests). No

3A.6a. If the response to 3A-6 was "Yes", what was the criteria and decision-making process the CoC used to identify and exclude specific geographic areas from the CoCs unsheltered PIT count?
(limit 1000 characters)

N/A

3A-7. Enter the date the CoC submitted the System Performance Measures data in HDX, which included the data quality section for FY 2016. 06/05/2017
(mm/dd/yyyy)

3B. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3B-1. Compare the total number of PSH beds, CoC program and non CoC-program funded, that were identified as dedicated for yes by chronically homeless persons in the 2017 HIC, as compared to those identified in the 2016 HIC.

	2016	2017	Difference
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homelessness persons identified on the HIC.	105	105	0

3B-1.1. In the box below: (1) "total number of Dedicated PLUS Beds" provide the total number of beds in the Project Allocation(s) that are designated ad Dedicated PLUS beds; and (2) in the box below "total number of beds dedicated to the chronically homeless:, provide the total number of beds in the Project Application(s) that are designated for the chronically homeless. This does not include those that were identified in (1) above as Dedicated PLUS Beds.

Total number of beds dedicated as Dedicated Plus	0
Total number of beds dedicated to individuals and families experiencing chronic homelessness	105
Total	105

3B-1.2. Did the CoC adopt the Orders of Priority into their standards for all CoC Program funded PSH projects as described in Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing. Yes

3B-2.1. Using the following chart, check each box to indicate the factor(s) the CoC currently uses to prioritize households with children based on need during the FY 2017 Fiscal Year.

History of or Vulnerability to Victimization	<input checked="" type="checkbox"/>
Number of previous homeless episodes	<input checked="" type="checkbox"/>

Unsheltered homelessness	<input checked="" type="checkbox"/>
Criminal History	<input checked="" type="checkbox"/>
Bad credit or rental history (including not having been a leaseholder)	<input checked="" type="checkbox"/>
Head of Household with Mental/Physical Disability	<input checked="" type="checkbox"/>

**3B-2.2. Describe: (1) the CoCs current strategy and timeframe for rapidly rehousing every household of families with children within 30 days of becoming homeless; and (2) the organization or position responsible for overseeing the CoC's strategy to rapidly rehouse families with children within 30 days of becoming homeless.
(limit 1000 characters)**

(1) Quarterly reporting for average RRH time-to-housing for families with children ranges from a low of 8 days to a high of 35 days. RRH programs have written policies and procedures for helping families obtain housing as quickly as possible. RRH programs conduct intake and assessment at first contact or as soon as families enter shelter. Case workers meet with families to assess needs as well as barriers to housing and quickly develop a housing plan. RRH programs then work with families to carry out the plan to locate and obtain appropriate permanent housing. Insufficient availability of affordable housing is the primary challenge for meeting and exceeding the 30-day goal. (2) CAC Homeward Bound is currently the primary CoC RRH provider, and is responsible for overseeing the CoC's RRH strategy. In addition to operating RRH programs, CAC is actively working with CoC partners to develop strategies to address the affordable housing shortage.

3B-2.3. Compare the number of RRH units available to serve families from the 2016 and 2017 HIC.

	2016	2017	Difference
Number of CoC Program and non-CoC Program funded PSH units dedicated for use by chronically homelessness persons identified on the HIC.	100	167	67

**3B-2.4. Describe the actions the CoC is taking to ensure emergency shelters, transitional housing, and permanent supportive housing (PSH and RRH) providers within the CoC adhere to anti-discrimination policies by not denying admission to, or separating any family members from other members of their family or caregivers based on age, sex, gender, LGBT status, marital status or disability when entering a shelter or Housing.
(limit 1000 characters)**

This CoC transferred the CoC-funded Elizabeth's Homes RRH project from another agency to CAC specifically to assure nondiscrimination toward any LGBT families who might seek assistance from that program. This CoC's Homeless Youth Council has a standing committee on LGBT issues which is doing research on needs of LGBT youth and is preparing a webinar training

module for CoC service providers.

3B-2.5. From the list below, select each of the following the CoC has strategies to address the unique needs of unaccompanied homeless youth.

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

3B-2.6. From the list below, select each of the following the CoC has a strategy for prioritization of unaccompanied youth based on need.

History or Vulnerability to Victimization (e.g., domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
Number of Previous Homeless Episodes	<input checked="" type="checkbox"/>
Unsheltered Homelessness	<input checked="" type="checkbox"/>
Criminal History	<input checked="" type="checkbox"/>
Bad Credit or Rental History	<input checked="" type="checkbox"/>

3B-2.7. Describe: (1) the strategies used by the CoC, including securing additional funding to increase the availability of housing and services for youth experiencing homelessness, especially those experiencing unsheltered homelessness; (2) provide evidence the strategies that have been implemented are effective at ending youth homelessness; (3) the measure(s) the CoC is using to calculate the effectiveness of the strategies; and (4) why the CoC believes the measure(s) used is an appropriate way to determine the effectiveness of the CoC's efforts. (limit 1500 characters)

(1) TN502 has created a Youth Homelessness Council (YHC) to bring together 30+ youth-oriented providers to focus on the needs of this population. Working with the YHC, a homeless youth PIT count was conducted in 2016 to gather needed information to assess the needs of homeless youth, in order to better advocate for resources to serve this population. The Youth PIT involved 20+ volunteers, 9+ sites including street outreach, data from KnoxHMIS, and data from Knox Co. School System. In the youth-specific PIT, 72 unaccompanied youth were identified, which is a 76% increase from the prior year(42 persons). (2) Positive housing placements are improving in TN-502. According to a comparison of data among youth-specific services (including RHY funded projects) positive housing placements have improved by an average of 6%.

**3B-2.8. Describe: (1) How the CoC collaborates with youth education providers, including McKinney-Vento local educational authorities and school districts; (2) the formal partnerships the CoC has with these entities; and (3) the policies and procedures, if any, that have been adopted to inform individuals and families who become homeless of their eligibility for educational services.
(limit 1000 characters)**

(1) The CoC has created a Youth Homelessness Council to bring together community partners to develop and coordinate strategies to address youth homelessness in Knoxville. Knox County Schools McKinney-Vento Homeless Liaison is an active participant in the Youth Homelessness Council. (2) The CoC voted this year to formally make the Youth Homelessness Council a standing committee of the CoC. (3) All CoC providers that serve families and children work directly with the Knox County Schools McKinney-Vento Homeless Liaison to assure that homeless families with children are identified and informed of their eligibility for educational services. Likewise, the Liaison works within the school system to help faculty and staff identify eligible families, inform them of the schools' resources, and also connect them with the appropriate social service and housing providers within the CoC.

3B-2.9. Does the CoC have any written formal agreements, MOU/MOAs or partnerships with one or more providers of early childhood services and supports? Select "Yes" or "No".

	MOU/MOA	Other Formal Agreement
Early Childhood Providers	Yes	No
Head Start	Yes	No
Early Head Start	Yes	No
Child Care and Development Fund	No	Yes
Federal Home Visiting Program	No	No
Healthy Start	No	Yes
Public Pre-K	No	Yes
Birth to 3	Yes	No
Tribal Home Visiting Program	No	No
Other: (limit 50 characters)		
Boys and Girls Club		Yes
Emerald Youth Foundation		Yes

**3B-3.1. Provide the actions the CoC has taken to identify, assess, and refer homeless Veterans who are eligible for Veterans Affairs services and housing to appropriate resources such as HUD-VASH and Supportive Services for Veterans Families (SSVF) program and Grant and Per Diem (GPD).
(limit 1000 characters)**

This CoC includes providers for SSVF, HUD-VASH, and GPD programs. It is already standard practice among CoC providers to identify veterans and refer them to these programs. As we build and near the implementation phase of the Coordinate Entry System, the CES will be used to identify and create a by-

name list of veterans, determine their vulnerability and make the appropriate referrals to these programs.

3B-3.2. Does the CoC use an active list or by name list to identify all Veterans experiencing homelessness in the CoC? Yes

3B-3.3. Is the CoC actively working with the VA and VA-funded programs to achieve the benchmarks and criteria for ending Veteran homelessness? Yes

3B-3.4. Does the CoC have sufficient resources to ensure each Veteran is assisted to quickly move into permanent housing using a Housing First approach? No

4A. Continuum of Care (CoC) Accessing Mainstream Benefits and Additional Policies

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

4A-1. Select from the drop-down (1) each type of healthcare organization the CoC assists program participants with enrolling in health insurance, and (2) if the CoC provides assistance with the effective utilization of Medicaid and other benefits.

Type of Health Care	Yes/No	Assist with Utilization of Benefits?
Public Health Care Benefits (State or Federal benefits, e.g. Medicaid, Indian Health Services)	Yes	Yes
Private Insurers:	Yes	Yes
Non-Profit, Philanthropic:	Yes	Yes
Other: (limit 50 characters)		

4A-1a. Mainstream Benefits

CoC program funded projects must be able to demonstrate they supplement CoC Program funds from other public and private resources, including: (1) how the CoC works with mainstream programs that assist homeless program participants in applying for and receiving mainstream benefits; (2) how the CoC systematically keeps program staff up-to-date regarding mainstream resources available for homeless program participants (e.g. Food Stamps, SSI, TANF, substance abuse programs); and (3) identify the organization or position that is responsible for overseeing the CoCs strategy for mainstream benefits.
(limit 1000 characters)

(1) All CoC-funded programs include case management to assist clients with access to services and housing, including access to mainstream benefit programs. (2) This CoC conducts monthly meetings which include presentations from mainstream benefit providers to assure that agency staff are knowledgeable and up-to-date on how to help their clients access mainstream benefit resources, including Food Stamps, SSI, TANF, substance abuse programs, mental health programs and others.

4A-2. Low Barrier: Based on the CoCs FY 2017 new and renewal project applications, what percentage of Permanent Housing (PSH) and Rapid

Rehousing (RRH), Transitional Housing (TH), Safe-Haven, and SSO (Supportive Services Only-non-coordinated entry) projects in the CoC are low-barrier?

Total number of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO project applications in the FY 2017 competition (new and renewal)	11.00
Total number of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO renewal and new project applications that selected "low barrier" in the FY 2017 competition.	11.00
Percentage of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO renewal and new project applications in the FY 2017 competition that will be designated as "low barrier"	100.00%

4A-3. Housing First: What percentage of CoC Program Funded PSH, RRH, SSO (non-coordinated entry), safe-haven and Transitional Housing; FY 2017 projects have adopted the Housing First approach, meaning that the project quickly houses clients without preconditions or service participation requirements?

Total number of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH project applications in the FY 2017 competition (new and renewal).	11.00
Total number of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH renewal and new project applications that selected Housing First in the FY 2017 competition.	11.00
Percentage of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH renewal and new project applications in the FY 2017 competition that will be designated as Housing First.	100.00%

4A-4. Street Outreach: Describe (1) the CoC's outreach and if it covers 100 percent of the CoC's geographic area; (2) how often street outreach is conducted; and (3) how the CoC has tailored its street outreach to those that are least likely to request assistance. (limit 1000 characters)

(1) This CoC's street outreach is conducted by the CAC REACH program, along with the Helen Ross McNabb Center's PATH program, Volunteers of America's SSVF program, and others. The Knoxville Police Department also works collaboratively with CoC providers in order to connect unsheltered campers with resources, rather than criminalizing homelessness. Our outreach covers 100 percent of this CoC's geographic area. (2) Among the above providers, street outreach is conducted on a routine and daily basis. (3) These providers seek out campers and service resistant individuals and families and work to coordinate on difficult to serve and house cases. Outreach workers will accommodate language barriers, provide transportation, communications assistance, and routinely work to serve people with cognitive and physical disabilities.

4A-5. Affirmative Outreach
Specific strategies the CoC has implemented that furthers fair housing as detailed in 24 CFR 578.93(c) used to market housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status, or disability; who are least likely to apply in the absence of special outreach.
Describe: (1) the specific strategies that have been implemented that affirmatively further fair housing as detailed in 24 CFR 578.93(c); and (2) what measures have been taken to provide effective communication to persons with disabilities and those with limited English proficiency.

(limit 1000 characters)

(1) The CoC has sponsored three 'Landlord Summits,' to encourage expanded availability of affordable housing. At each event, Legal Aid provided training and discussion on Fair Housing and the Landlord-Tenant Act. TN-502 recently transferred one CoC-funded program to a different agency, specifically to assure that it would be in compliance with Fair Housing law, including by being accessible to LGBT individuals and families. (2) CoC providers tailor their communications to reach people with disabilities, and will locate appropriate translators as need to to assist those with limited English proficiency.

4A-6. Compare the number of RRH beds available to serve populations from the 2016 and 2017 HIC.

	2016	2017	Difference
RRH beds available to serve all populations in the HIC	100	167	67

4A-7. Are new proposed project applications requesting \$200,000 or more in funding for housing rehabilitation or new construction? No

4A-8. Is the CoC requesting to designate one or more SSO or TH projects to serve homeless households with children and youth defined as homeless under other Federal statutes who are unstably housed (paragraph 3 of the definition of homeless found at 24 CFR 578.3). No

4B. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
01. 2016 CoC Consolidated Application: Evidence of the CoC's communication to rejected participants	Yes	Applications acce...	09/13/2017
02. 2016 CoC Consolidated Application: Public Posting Evidence	Yes		
03. CoC Rating and Review Procedure (e.g. RFP)	Yes	CoC Rating and Ra...	09/18/2017
04. CoC's Rating and Review Procedure: Public Posting Evidence	Yes	CoC Rating and Re...	09/18/2017
05. CoCs Process for Reallocating	Yes	CoC Process for R...	09/18/2017
06. CoC's Governance Charter	Yes	CoC Governance Ch...	09/18/2017
07. HMIS Policy and Procedures Manual	Yes	HMIS Policy and P...	09/18/2017
08. Applicable Sections of Con Plan to Serving Persons Defined as Homeless Under Other Fed Statutes	No		
09. PHA Administration Plan (Applicable Section(s) Only)	Yes	PHA Administrativ...	09/18/2017
10. CoC-HMIS MOU (if referenced in the CoC's Governance Charter)	No		
11. CoC Written Standards for Order of Priority	No		
12. Project List to Serve Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
13. HDX-system Performance Measures	Yes	FY 2017 CoC Compe...	09/18/2017
14. Other	No	Projects accepted...	09/13/2017
15. Other	No		

Attachment Details

Document Description: Applications accepted - no rejections

Attachment Details

Document Description:

Attachment Details

Document Description: CoC Rating and Ranking Procedure

Attachment Details

Document Description: CoC Rating and Review Procedure: Public
Posting Evidence

Attachment Details

Document Description: CoC Process for Reallocating

Attachment Details

Document Description: CoC Governance Charter

Attachment Details

Document Description: HMIS Policy and Procedures Manual

Attachment Details

Document Description:

Attachment Details

Document Description: PHA Administrative Plan

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: FY 2017 CoC Competition Report

Attachment Details

Document Description: Projects accepted and ranked

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. Identification	08/23/2017
1B. Engagement	Please Complete
1C. Coordination	09/18/2017
1D. Discharge Planning	08/23/2017
1E. Project Review	09/13/2017
2A. HMIS Implementation	09/13/2017
2B. PIT Count	09/01/2017
2C. Sheltered Data - Methods	09/18/2017
3A. System Performance	09/18/2017
3B. Performance and Strategic Planning	09/19/2017
4A. Mainstream Benefits and Additional Policies	09/19/2017
4B. Attachments	Please Complete

FY2017 CoC Application	Page 35	09/19/2017
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Submission Summary

No Input Required

Michael Dunthorn

From: Michael Dunthorn
Sent: Friday, August 25, 2017 4:22 PM
To: 'Angela Petty (angela.petty@knoxcac.org)'; 'Barbara Disney'; 'Bruce Spangler'; 'Chris Cowart'; 'Chris Smith'; 'Donna Wright (DonnaG_Wright@uss.salvationarmy.org)'; 'Higginbotham, Lisa'; 'Jana Morgan'; 'Jered Croom (positivelylivingknox@gmail.com)'; 'Lisa Hutton'; 'Lynn, Tammy R'; 'Mary Beth Ramey'; 'Michael Waltke'; 'Misty Goodwin'; 'Steve Jenkins (positivelyliving.steve@gmail.com)'
Cc: Gabrielle Cline (gcline@vmcinc.org); Tammy Lynn (lynnttr@ridgewv.com)
Subject: CoC Applications received and accepted

All,

Thank you for submitting your Continuum of Care applications in HUD's e-snaps program by today's internal deadline of August 25, 2017. None of the applications received were rejected. All of the applications received by this deadline have been accepted and will be included for review, ranking, and submission with the Knoxville-Knox County Continuum of Care application package.

Applications received and accepted are:

Renewal Applications

CAC – Elizabeth's Homes, Project Succeed, Project REACH, Families in Need
Helen Ross McNabb Center – Helen Ross McNabb Supportive Housing
Positively Living – Parkridge Harbor Apartments
Southeastern Housing Foundation – Flenniken Landing Apartments
The Salvation Army – Operation Bootstraps Transitional Housing
University of Tennessee – KnoxHMIS
Volunteer Ministry Center – Minvilla Manor Apartments

New Applications

CAC – Project HEART (Seeking 'bonus' funding)
The Salvation Army – Operation Bootstraps TH:RRH (Voluntary reallocation of funding from Bootstraps TH)

Thank you all for your diligence in meeting this project application deadline, and for the service to the community that these project represent.

Mike Dunthorn
CoC Committee Chair
City of Knoxville Office on Homelessness
865.215.3103

Knoxville / Knox County Homeless Coalition

Polices, Plans, and Procedures

Coalition Officers

Housing and Urban Development Continuum of Care Recipient Monitoring		
Policy Number: 9	Prepared by: Continuum of Care Committee	Original Approval Date: 5/26/17
Revision Number: 1	Revision Approval Date: 7/25/17	

- I. Subject:** Homeless Coalition Continuum of Care (CoC) Housing and Urban Development (HUD) CoC Recipient Monitoring
- II. Purpose:** To establish guidance for the CoC System Performance Committee to provide monitoring, consultation and coordination of HUD CoC monies within the CoC geographic area.
- III. Objective:** To meet the requirements of the US Department of Housing and Urban Development's (HUD) Continuum of Care regulation (24 CFR 578).
- IV. Authority:** Knoxville / Knox County Homeless Coalition
- V. Procedure and Responsibilities:**

1. The Knoxville / Knox County Homeless Coalition will follow the US Department of Housing and Urban Development guidance in reference to the Continuum of Care regulations (24 CFR 578). This guidance is based upon:
 - a. The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), enacted into law on May 20, 2009, consolidates three of the separate homeless assistance programs administered by HUD under the McKinney-Vento Homeless Assistance Act into a single grant program. The HEARTH Act also codifies into law the Continuum of Care planning process, a longstanding part of HUD's application process to assist homeless persons by providing greater coordination in responding to their needs.
 - b. The Knoxville / Knox County Homeless Coalition is designated at the Knoxville Continuum of Care. The Continuum of Care (CoC) Program is designated as the entity that will monitor and promote communitywide commitment to the goal of

ending homelessness; provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effect utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness.

- c. The Knoxville/Knox County Homeless Coalition will follow the HUD CoC Interim Rule. The interim rule, was published in the Federal Register on July 31, 2012. The interim rule establishes the regulations for the Continuum of Care Program and focuses on regulatory implementation of the Continuum of Care Program, including the Continuum of Care planning process. The existing homeless assistance programs that comprise the Continuum of Care Program are the following: the Supportive Housing Program, the Shelter Plus Care Program, and the Moderate Rehabilitation/Single Room Occupancy (SRO) Program. The final Homeless Definition is in effect for administration of the CoC Program interim rule.
2. Per the CoC Interim rules the CoC will annually monitor all HUD CoC Funded Projects following 24 CFR 578as well as Notice: CPD-16-11 through the development and use of a System Performance Committee. Monitoring of HUD CoC recipients will occur through the following procedures;
 - a. The Collaborative Applicant is designated as the coordinator of the annual System Performance Committee
 - b. The System Performance Committee with consultation from the Collaborative Applicant will annually evaluate, monitor and rank all Housing and Urban Development (HUD) Continuum of Care (CoC) Funded programs.
 - c. The System Performance Committee will consist of individuals nominated by the Board, who do not receive any HUD CoC monies.
 - d. The individuals nominated to serve on the System Performance Committee will be presented by the Collaborative Applicant to the HUD CoC grantees to verify that no known "conflict of interest" exist. If no "conflict of interest" is verbalized the committee is finalized.
 - e. To coordinate the annual evaluation, monitoring and ranking, the Collaborative Applicant will email all CoC renewal applicants a "Renewal Project Review Form" after the US Department of Housing and Urban Development (HUD) Continuum of Care (CoC) NOFA is announced.
 - f. The applicants will have a designated date to return the form prior to the scheduled meeting of the System Performance Committee with all required attached documents.
 - g. The System Performance Committee will review submitted forms and provide a report of final ranking of recipient projects based upon recipient's self- disclosure, self -ranking and 24 CFR 578 rules and CoC prioritizing requirements.

- h. Once ranking report is finalized it will be presented to the Board, full CoC body and posted online.

IV: Cancellation:

This policy supersedes all previous instructions.


Knoxville / Knox County Homeless Coalition President



**Finding permanent solutions to prevent,
reduce, and end homelessness in Knoxville.**

[About Us](#)
[Permanent Solutions to Prevent, Reduce and End Homelessness](#)
[Looking for homeless assistance?](#)
[Resources](#)

Homeless Data/Statistics

For statistics about the homeless population in Knoxville/Knox County, please see [KnoxHMS](#).

Contact Us

For questions or comments, please [email us at](#) KKCHCoalition@gmail.com

Like Us

Like us on Facebook & Twitter!
We post resources, research, events, employment opportunities, and much more relevant to homelessness.

<https://www.facebook.com/pages/Knoxville-Knox-County-Homeless-Coalition/138445979594711>

[Knoxville-Knox-County-Homeless-Coalition](#) > [About Us](#) >

Policy and Procedure

CoC Rating + Review Procedure is posted as part of Policy 9.1 below.









	Policy 1 Coalition Structure (2).pdf (58... Knox Homeless, May 26, 2017, 3:29 PM	v.1	↓
	Policy 10 Conflict of Interest and Code... Knox Homeless, Jul 25, 2017, 12:43 PM	v.2	↓
	Policy 2 Officer Selection.pdf (552k) Knox Homeless, May 26, 2017, 3:28 PM	v.1	↓
	Policy 3 Officers Duties.pdf (606k) Knox Homeless, May 26, 2017, 3:28 PM	v.1	↓
	Policy 4 Records and Reports.pdf (460k) Knox Homeless, May 26, 2017, 3:27 PM	v.1	↓

City of Knoxville Plan to Address Homelessness

<http://www.cityofknoxville.org/devel...>

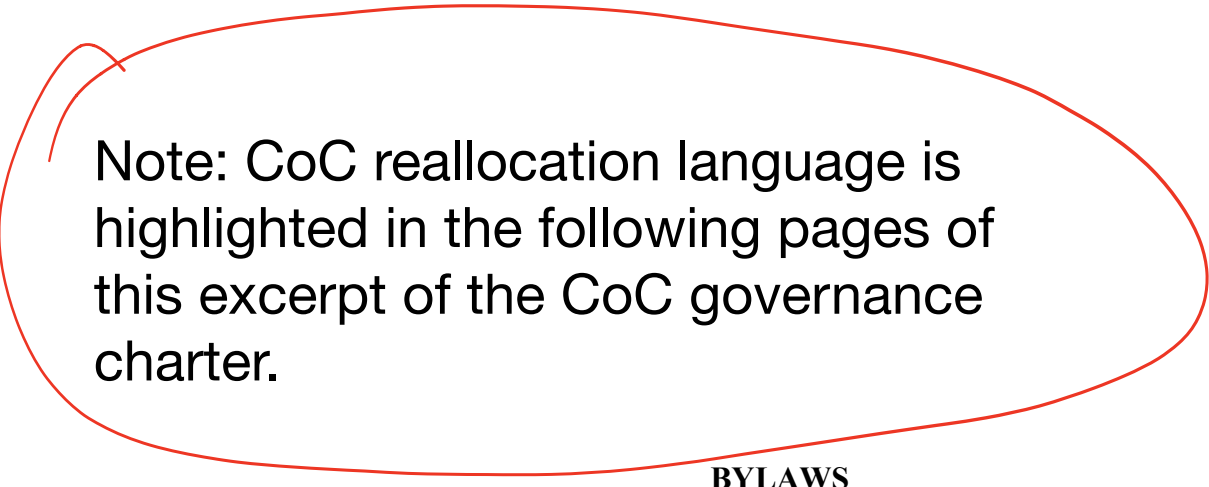


 Policy 5 Coordinated Entry.pdf (752k)	Knox Homeless, May 26, 2017, 3:27 PM	v.1	↓
 Policy 6 CoC Goverance.pdf (649k)	Knox Homeless, May 26, 2017, 3:26 PM	v.1	↓
 Policy 7 CoC Reporting (1).pdf (659k)	Knox Homeless, May 26, 2017, 3:26 PM	v.1	↓
 Policy 8 CoC Emergency Solutions Gr...	Knox Homeless, May 26, 2017, 3:26 PM	v.1	↓
 Policy 9 HUD CoC Recipient Monitori...	Knox Homeless, May 26, 2017, 3:26 PM	v.1	↓
 Policy 9.1 HUD CoC Recipient Monito...	Knox Homeless, Jul 25, 2017, 12:32 PM	v.1	↓

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Note: CoC reallocation language is highlighted in the following pages of this excerpt of the CoC governance charter.

BYLAWS

OF

**KNOXVILLE/KNOX COUNTY HOMELESS
COALITION**

SECTION IX CONTINUUM OF CARE

Section 9.1 Designation of the Coalition as the Knoxville-Knox County Continuum of Care (CoC). For the purposes of meeting the requirements of the US Department of Housing and Urban Development's Continuum of Care regulations (24 CFR 578) the Coalition designates itself as the Knoxville-Knox County Continuum of Care, and establishes these bylaws as the document controlling governance of this CoC.

Section 9.2 CoC Collaborative Applicant. This CoC serves as the default Collaborative *Applicant* for the purposes of submitting the annual CoC Consolidated Application for funding on behalf of this CoC. The CoC may, by majority vote, designate another eligible applicant to serve as the Collaborative Applicant on behalf of this CoC. The designation of another entity to serve as Collaborative Applicant shall remain in effect until such time that this organization shall, by majority vote, rescind such designation, or designate a different entity to serve as the *Collaborative Applicant*.

Section 9.3 Homeless Management Information System (HMIS). In accordance with applicable HUD regulations, this CoC shall, by majority vote, designate a single HMIS to operate within its geographic area. This CoC shall also, by majority vote, designate a single eligible applicant to serve as the *HMIS Lead* to manage the HMIS. The designation of a single HMIS and an HMIS Lead shall remain in effect until such time that this CoC, by majority vote, rescinds such designations or designates a different HMIS and/or HMIS Lead. This CoC shall ensure the HMIS is administered in compliance with applicable HUD requirements. This CoC will periodically review, revise and approve HMIS privacy, security, and data quality plans. This CoC will actively work to ensure the consistent participation of CoC recipients and subrecipients in the designated HMIS.

Section 9.4 CoC Planning. In accordance with applicable HUD regulations, this CoC is responsible for coordinating a housing and service system to meet the needs of the homeless population and subpopulation within this CoC's geographic area.

(a) System Coordination. This CoC is responsible for coordination and implementation of a comprehensive system to address the needs of the homeless population and persons experiencing a housing crisis within this CoC's geographic area. This CoC will carry out this responsibility in collaboration with similar efforts being carried out under the community's comprehensive plan to address homelessness.


(b) Point-in-Time Count. In accordance with applicable HUD regulations and requirements, this CoC will, at least biennially, plan and conduct a point-in-time count of homeless persons within this CoC's geographic area.

(c) Annual Gaps Analysis. In accordance with applicable HUD regulations and requirements, this CoC will conduct an annual gaps analysis of the homeless needs and services available within this

CoC's geographic area, including a housing inventory.

(d) **Consolidated Plan Information.** This CoC will provide the information required to complete the HUD Consolidated Plans for jurisdictions within this CoC's geographic area.

(e) **ESG Consultation.** This CoC will consult and coordinate with HUD Emergency Solutions Grant (ESG) recipients within this CoC's geographic area, with respect to the plan for allocating ESG funds and reporting on and evaluating the performance of ESG recipients and subrecipients.



(f) **CoC Grantee Monitoring.** This CoC will monitor and rank all HUD CoC Funded Projects following 24 CFR 578.7 section (a) (4) and (6) as well as Notice: CPD-14-012 section V- Record keeping Requirements-guidance through the development and use of a Ranking and Steering Committee. A performance improvement plan from a grantee agency may be required if significant concerns are identified during a review. The grantee will have a period of one year or one HUD CoC grant-funding cycle, whichever is shorter but not less than six (6) calendar months, from the date the improvement plan was assigned, to show improvement, as determined by the Ranking and Steering Committee. If the performance improvement is deemed unsuccessful, the Ranking and Steering Committee may recommend to the CoC Board of Directors reallocation of all or part of the grantee's renewal funding for the upcoming CoC grant cycle.

(g) **CoC Prioritizing.** This CoC will prioritize all new bonus monies and reallocated projects monies for the Chronically Homeless as defined in 24CFR Chapter V- 578.3 and prioritize the subgroups using HUD's yearly prioritized list. Any Permanent Supportive Housing beds not dedicated or prioritized for the chronically homeless will be prioritized following CPD-14-012 Notice section III -B regarding non- chronic homeless household that have a disability and high severity of becoming chronically homeless based upon an approved standardized severity assessment tool.

BYLAWS

OF

KNOXVILLE/KNOX COUNTY HOMELESS

COALITION

BYLAWS
OF
KNOXVILLE/KNOX COUNTY HOMELESS COALITION
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**BYLAWS
OF
KNOXVILLE/KNOX COUNTY HOMELESS COALITION**

**SECTION I
NAME**

The name of the Organization is KNOXVILLE/KNOX COUNTY HOMELESS COALITION, which is herein designated as the "Coalition." These Bylaws shall regulate the affairs of the Coalition, subject to the provisions of the Coalition's Charter and any applicable provisions of the Tennessee Nonprofit Corporation Act, Section 48-51-101 *et seq.*, Tennessee Code Annotated ("T.C.A.").

**SECTION II
OBJECTIVES AND PURPOSES**

Section 2.1 Public Benefit Organization. The Coalition is an organization and shall be operated exclusively for charitable, scientific, literary or educational purposes, within the meaning of Section 501(c) (3) of the Internal Revenue Code of 1986, as from time-to-time amended, and shall not engage in any activities which, in themselves, are not in furtherance of one or more said purposes. Nothing stated herein this Section 2.1 itself shall impose any legal obligation on, or limit or restrict in any manner the powers of the Board of Directors (the "Board").

Section 2.2 No Private Benefit or Lobbying. The Coalition will carry out its activities so as not to violate the private benefit or private inurement doctrines of the rules pertaining to excess benefit transactions for nonprofit Coalitions. The Coalition will not lobby any legislative body or any elected or administrative official of any federal or state government in any fashion that would result in loss of the Coalition's exemption under Section 501(c) (3) of the Internal Revenue Code. Further, the Coalition will not participate or intervene in, including publishing or distributing statements, any political campaign on behalf of, or in opposition to, any candidate for public office. Neither shall the Coalition undertake as a substantial part of its activities any attempt to influence legislation by propaganda or otherwise in a fashion which would result in the loss of the Coalition's tax exemption under Section 501 (c) (3) of the Internal Revenue Code.

Section 2.3 No Members. The Coalition is not a membership corporation and shall have no members. The Board may take any action which is permitted or required to be taken by members of a nonprofit corporation under Tennessee law by the affirmative vote of a majority of the entire Board, without the necessity of any prior action by them which would otherwise have been required by law for such action if there were members entitled to vote on such action.

**SECTION III
OFFICERS AND REGISTERED AGENT**

Section 3.1 Registered Office. The Coalition shall designate and

continuously maintain a registered office in the State of Tennessee.

Section 3.2 Principal Office. The principal office of the Coalition shall be that which is designated as such by the Board. The Coalition's principal office shall be 511 North Broadway, Knoxville, Knox County, Tennessee 37917.

Section 3.3 Other Offices. The Coalition may also have other offices within and without the State of Tennessee at such place(s) as the Board may from time to time determine.

Section 3.4 Registered Agent. The Coalition shall designate and continuously maintain a registered agent in the State of Tennessee at its registered office.

SECTION IV ANNUAL MEETINGS

Section 4.1 Place. All meetings of the Coalition shall be held at such places as may be fixed by resolution of the Board.

Section 4.2 Annual Meeting. The annual meeting of the Coalition shall be held on the first Tuesday in December of each year. The Board may, however, by resolution, fix the date of the annual meeting on any day during the year. At the annual meeting, the Board shall elect the President, the Secretary and any other officers or committee positions, and the Board and such other relevant and interested parties as determined by the Board should receive reports on the activities and financial condition of the Coalition.

SECTION V BOARD OF DIRECTORS

Section 5.1 General Powers and Qualifications. All corporate powers of the Coalition shall be exercised by and under the authority of, and the affairs of the Coalition shall be managed under the direction of the Board. All directors must be natural persons, at least eighteen (18) years of age.

Section 5.2 Number of Directors. The Board shall be composed of no fewer than three (3) Directors. It is contemplated that the membership of the Board will be large in number as it will be composed of persons associated with various community agencies and departments, both public and private, who seek to aid the homeless population of East Tennessee, including, without limitation, Knoxville, Knox County, Tennessee.

Section 5.3 Election and Tenure. The Coalition's Directors shall be elected by the previous Directors at each annual meeting. Each Director shall be elected to serve for a term of one (1) year, or until his/her successor is elected and qualifies: subject, however, to the removal of any Director as provided in these Bylaws. The initial Directors shall be elected and appointed by the Incorporator.

Section 5.4 Composition of the Board. The Board shall be comprised of

individuals who express a committed desire to further the charitable purposes of the Coalition.

Section 5.5 Regular Meetings. Except as otherwise provided herein, regular meetings of the Board may be held with no less than five (5) days notice at such time and place as the Board shall from time to time determine is required, but shall not meet less frequently than once a year in connection and in conjunction with the Coalition's annual meeting.

Section 5.6 Special Meetings. Special meetings of the Board may be called by the President or any two (2) Directors. Such special meeting must be preceded by at least two (2) days written notice to each Director of the date, time and place of said special meeting. Although the purpose of such special meeting should be set forth in such notice, the failure to include the purpose of the special meeting will not invalidate such notice.

Section 5.7 Waiver of Notice; Teleconference Meetings Permitted. If a Director attends or participates in a meeting, he or she waives any required notice to him or her of the meeting unless the Director, at the beginning of the meeting (or promptly upon arrival), objects to holding the meeting or transaction business at the meeting and does not thereafter vote for or assent to action taken at the meeting. Further, provided proper notice has been given, special meetings may take place via teleconference or other appropriate means (videoconference, e-mail, etc.). unless a Director in a writing, hand-delivered or sent via facsimile to the President, objects to the conduct of the meeting by such means and such objection is delivered or sent to the President on the same day notice of the meeting is received by the objecting Director.

Section 5.8 Quorum and Voting. A quorum of the Board consists of a majority of the Directors. If a quorum is present when a vote is taken, the affirmative vote of a majority of the Directors present is the act of the Board, except as otherwise provided in these Bylaws.

Section 5.9 Voting Restrictions. No Director shall be entitled to vote on any action to be taken by the Board when such action may create or has the appearance of creating a conflict of interest between the Coalition and such Director. Each Director who has a potential conflict of interest with the Coalition shall disclose such potential conflict of interest to the Board prior to any vote to be taken regarding such matter. A "conflict of interest" shall include, but not be limited to, those circumstances where a Director has a direct or indirect financial interest that will be impacted by any action or vote taken by the Board.

Section 5.10 Vacancy. Whether occurring by reason of death, disability, removal or resignation, or because such Director has moved his residence, any vacancy occurring on the Board may be filled by the affirmative vote of a majority of all Directors remaining in office.

Section 5.11 Nomination of Directors and Officers. Candidates for open directorships and the officers of the Coalition shall annually be proposed by a nominating

committee of no less than two (2) Directors to be named by the President. The nominating committee must propose its slate of candidates at least one (1) month prior to the scheduled annual meeting so that the slate can be included in the written notification of the meeting.

Section 5.12 Removal of Directors. The Board may remove any one (1) or more of its Directors with or without cause at any special meeting specifically called for such purpose: provided, however, that at least two-thirds (2/3) of the votes cast are for such removal and further provided a quorum is present.

Section 5.13 Action without Meeting. Any action that is required or permitted to be taken at a meeting of the Board may be taken without such a meeting if all Directors consent to voting on a proposed action without a formal meeting. If all Directors so consent, the affirmative vote of the number of Directors that would be necessary to authorize or take such action at a meeting shall be the act of the Board, except as otherwise provided in these Bylaws. Such consent(s) shall describe the action taken, be in writing, be signed by each Director, indicate such signing Director's vote or abstention on the action, and be delivered to the Secretary of the Coalition and included in the minutes filed with the corporate records.

Section 5.14 Indemnification. With respect to claims or liabilities arising out of service as a Director of the Coalition, the Coalition may, upon a vote of the non-interested Directors, indemnify each present and future Director (and his or her estate, heirs, and personal representatives) to the fullest extent allowed by the laws of the State of Tennessee, both as now in effect and as hereafter adopted or amended. Further, to the fullest extent allowed by the laws of the State of Tennessee, the Coalition may, upon a vote of the non-interested Directors, pay for or reimburse the reasonable expenses incurred by a Director who is a party to a proceeding in advance of a final disposition of the matter.

Section 5.15 Immunity. To the fullest extent allowed by the laws of the State of Tennessee, both as now in effect and as hereafter adopted or amended, each present and future Director (and his or her estate, heirs, and personal representatives) shall be immune from suit arising from the conduct of the affairs of the Coalition.

SECTION VI OFFICERS

Section 6.1 Required Officers. The officers of the Coalition shall be a President, Vice President, Treasurer, Secretary and such other officers as may from time to time be elected or appointed by the Board. Except for the offices of President and Secretary, the same individual may simultaneously hold more than one (1) office in the Coalition. All officers must be natural persons, at least eighteen (18) years of age.

Section 6.2 Election. At each annual meeting, the Board shall elect the President, Vice President, Treasurer and the Secretary of the Coalition by a majority vote of those present, provided a quorum exists; whenever requested by any Director, such election

shall be by closed ballot. Prior to a vote, nominations in addition to those from the nominating committee shall be requested from the floor.

Section 6.3 Term of Office. The officers of the Coalition shall hold office for one (1) year or until their successors are chosen and qualify in their stead, subject, however, to the right and authority of the Board to remove any officer at any time. No officer shall serve in the same office for more than three (3) consecutive years.

Section 6.4 Powers and Duties of Officers. The powers and duties of the officers of the Coalition shall be as follows:

(a) **President.** The President shall be the officer of the Coalition who shall have general and specific responsibility for the day-to-day operations and management of the Coalition. The President shall preside at all meetings of the Board. and shall see that all orders and resolutions of the Board are carried into effect. subject,

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however, to the right of the Board to delegate any specific powers, unless exclusively conferred upon the President by law, to any other officer(s) of the Coalition. The President shall also report on the activities and financial condition of the Coalition at all annual meetings and shall annually appoint a nominating committee to propose candidates for officers and open directorships. Finally. it shall be the President who shall execute all contracts, other obligations or other business documents in the name of and on behalf of the Coalition unless unavailable, in which case, such responsibility shall fall to the Vice President and then to the Secretary.

(b) **Vice President.** The Vice President shall have such powers and perform such duties as may be assigned to him or her by the Board of the President.

(c) **Secretary.** The Secretary shall attend all meetings of the Board and shall be responsible for preparing the minutes of such meetings. The Secretary shall be responsible for the care and custody of the minute book of the Coalition and for authenticating records of the Coalition. It shall be his or her duty to give or cause to be given notice of all meetings of the Board. The Secretary shall also perform such other duties as may be assigned to him or her by the Board or by the President, under whose supervision he or she shall act. In the event the Secretary is absent for some reason from any meeting where minutes are to be prepared or is otherwise unable to take such minutes, the presiding officer of such meeting shall appoint another person, subject to the approval of those present and entitled to vote at such meeting, to take the minutes thereof.

(d) **Treasurer.** The Treasurer shall have custody of the Coalition's funds and securities, shall keep full and accurate account of receipts and disbursements in the appropriate books and records of the Coalition, and shall

require the deposit of all monies and other valuable assets in the name of and to the credit of the Coalition in such financial institutions as may be designated by the Board. The Treasurer shall require disbursement of the funds as may be ordered by the Board, and shall render to the President and the Board, at any time they may require, an account of his or her transactions as Treasurer and of the financial condition of the Coalition at all meetings of the Board.

Section 6.5 Removal. The Board may remove any officer at any time.

Section 6.6 Vacancies. Any vacancies occurring in the offices of the President, Vice President, Treasurer, Secretary or any other office shall be filled by a vote of the Board as soon as practicable.

Section 6.7 Delegation of Powers and Duties. In case of the absence of any officer of the Coalition, or for any reason that the Board may deem sufficient, the Board may delegate the powers of such officer to any other officer or to any Director for the time being.

Section 6.8 Indemnification. With respect to claims or liabilities arising out of service as an officer of the Coalition, the Coalition may indemnify, upon a vote of the Directors, each present and future officer (and his or her estate, heirs, and personal representatives) to the fullest extent allowed by the laws of the State of Tennessee, both as now in effect and as hereafter adopted or amended. Further, to the fullest extent allowed by the laws of the State of Tennessee.

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Section 6.9 Immunity. To the fullest extent allowed by the laws of the State of Tennessee, both as now in effect and as hereafter adopted or amended, each present and future member of any committee appointed by the Board shall be immune from suit arising from the conduct of the affairs of the Coalition.

SECTION VII ADMINISTRATIVE COMMITTEES

Section 7.1 Executive Committee.

(a) **Appointment and Number.** The Board of Directors, at its first meeting following the organization of the Coalition, and at annual meetings thereafter, shall appoint an Executive Committee consisting of all of the officers of the Coalition, and each chairperson of each committee organized by the Board of Directors of the Coalition.

(b) **Term.** The term of the Executive Committee shall be until the next

annual meeting of the newly elected Board of Directors.

(c) **Duties and Powers.** The Executive Committee shall be composed of the President, Vice-President, Treasurer, Secretary, Past President and Committee Chairpersons, and it shall have duties and responsibilities as delegated to it by the Board of Directors.

(d) **Vacancies.** A vacancy on the Executive Committee resulting from the death, resignation or inability on the part of a member to act may be filled at any regular or special meeting of the Board of Directors.

(e) **Regular Meetings.** The Executive Committee shall hold regular meetings at such time and place as it may determine to transact its business.

(f) **Notice.** Notice of the day, time and place of any meeting of the Executive Committee shall be given in writing or by telephone at least three (3) days prior to such meeting and the purpose for which such meeting is called shall be stated in the notice. Any Executive Committee member may waive notice of any meeting by written statement executed either before or after the meeting. Attendance at a meeting shall constitute a waiver of notice thereof except where attendance is for the express purpose of objecting to the call or convening of the meeting.

(g) **Quorum and Voting.** A majority of the Executive Committee then in office shall constitute a quorum for the transaction of business at any Executive Committee meeting. Except as otherwise expressly required by law, the Charter of the Coalition or these Bylaws, the affirmative vote of a majority of the members of the Executive Committee present at any meeting at which a quorum is present shall be the act of the Executive Committee.

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(h) **Action Without Meeting.** Action taken by the Executive Committee without a meeting is nevertheless an Executive Committee action if written consent to the action in question is signed by all of the members of the Executive Committee whether done before or after the action so taken.

(i) **Teleconference Meetings Permitted.** Any one or more members of the Executive Committee may participate in a meeting of the Executive Committee by means of a conference telephone or similar telecommunication device that allows all persons participating in the meeting to hear each other and such participation in a meeting shall be deemed presence in person at such meeting.

Section 7.2 Other Committees. The Coalition may also be administered by the Board through other committee structures should the Board, in its discretion, determine such committee(s) to be appropriate.

Section 7.3 Other Committee Appointments. The Board shall appoint the

chairperson of each other committee unless such power is otherwise delegated by the Board to the President, another committee or otherwise.

Section 7.4 Committee Finances. By approving the annual budget, the Board authorized identified officers, committees and personnel to incur expenses on behalf of the Coalition for the activities specifically incorporated in said budget. Any expenditure not included in the annual budget must be approved in advance by the Board. If the Board does not have an annual budget, expenditures under one hundred dollars (\$100) may be approved by the Executive Committee.

SECTION VIII RECORDS AND REPORTS

Section 8.1 Corporate Records. The Coalition shall keep minutes of all meetings of the Board, a record of all actions taken by the Board without a meeting, and appropriate accounting records. All committees will report their actions to the Board and all record of each committee's actions shall be incorporated with the Board's minutes.

Section 8.2 Records at Principal Office. The Coalition shall keep at all times a copy of the following records at its principal office:

- (a) Its Charter and all amendments thereto;
- (b) These Bylaws and all amendments thereto;
- (c) Resolutions and policy statements adopted by the Board;
- (d) The minutes of all meetings of the Board and all committees and the records of all actions taken by the Board of the committees without a meeting for the past three (3) years;
- (e) All written communications to the Directors generally within the past three (3) years, including the past three (3) years' annual financial statements;
- (f) A list of the names and business or home addresses of its current Directors and officers; and
- (g) The most recent annual report delivered to the Tennessee Secretary of State.

Section 8.3 Annual Financial Statements. The Coalition shall prepare annual financial statements that include a balance sheet as of the end of the fiscal year, an income statement for that year, and such other information necessary to comply with the requirements of the applicable provisions of the Tennessee Nonprofit Coalition Act. Further, the Coalition shall file all required tax returns.

SECTION IX CONTINUUM OF CARE

Section 9.1 Designation of the Coalition as the Knoxville-Knox County Continuum of Care (CoC). For the purposes of meeting the requirements of the US Department of Housing and Urban Development's Continuum of Care regulations (24 CFR 578) the Coalition designates itself as the Knoxville-Knox County Continuum of Care, and establishes these bylaws as the document controlling governance of this CoC.

Section 9.2 CoC Collaborative Applicant. This CoC serves as the default Collaborative *Applicant* for the purposes of submitting the annual CoC Consolidated Application for funding on behalf of this CoC. The CoC may, by majority vote, designate another eligible applicant to serve as the Collaborative Applicant on behalf of this CoC. The designation of another entity to serve as Collaborative Applicant shall remain in effect until such time that this organization shall, by majority vote, rescind such designation, or designate a different entity to serve as the *Collaborative Applicant*.

Section 9.3 Homeless Management Information System (HMIS). In accordance with applicable HUD regulations, this CoC shall, by majority vote, designate a single HMIS to operate within its geographic area. This CoC shall also, by majority vote, designate a single eligible applicant to serve as the *HMIS Lead* to manage the HMIS. The designation of a single HMIS and an HMIS Lead shall remain in effect until such time that this CoC, by majority vote, rescinds such designations or designates a different HMIS and/or HMIS Lead. This CoC shall ensure the HMIS is administered in compliance with applicable HUD requirements. This CoC will periodically review, revise and approve HMIS privacy, security, and data quality plans. This CoC will actively work to ensure the consistent participation of CoC recipients and subrecipients in the designated HMIS.

Section 9.4 CoC Planning. In accordance with applicable HUD regulations, this CoC is responsible for coordinating a housing and service system to meet the needs of the homeless population and subpopulation within this CoC's geographic area.

- (a) **System Coordination.** This CoC is responsible for coordination and implementation of a comprehensive system to address the needs of the homeless population and persons experiencing a housing crisis within this CoC's geographic area. This CoC will carry out this responsibility in collaboration with similar efforts being carried out under the community's comprehensive plan to address homelessness.
- (b) **Point-in-Time Count.** In accordance with applicable HUD regulations and requirements, this CoC will, at least biennially, plan and conduct a point-in-time count of homeless persons within this CoC's geographic area.
- (c) **Annual Gaps Analysis.** In accordance with applicable HUD regulations and requirements, this CoC will conduct an annual gaps analysis of the homeless needs and services available within this

CoC's geographic area, including a housing inventory.

- (d) **Consolidated Plan Information.** This CoC will provide the information required to complete the HUD Consolidated Plans for jurisdictions within this CoC's geographic area.
- (e) **ESG Consultation.** This CoC will consult and coordinate with HUD Emergency Solutions Grant (ESG) recipients within this CoC's geographic area, with respect to the plan for allocating ESG funds and reporting on and evaluating the performance of ESG recipients and subrecipients.
- (f) **CoC Grantee Monitoring.** This CoC will monitor and rank all HUD CoC Funded Projects following 24 CFR 578.7 section (a) (4) and (6) as well as Notice: CPD-14-012 section V- Record keeping Requirements-guidance through the development and use of a Ranking and Steering Committee. A performance improvement plan from a grantee agency may be required if significant concerns are identified during a review. The grantee will have a period of one year or one HUD CoC grant-funding cycle, whichever is shorter but not less than six (6) calendar months, from the date the improvement plan was assigned, to show improvement, as determined by the Ranking and Steering Committee. If the performance improvement is deemed unsuccessful, the Ranking and Steering Committee may recommend to the CoC Board of Directors reallocation of all or part of the grantee's renewal funding for the upcoming CoC grant cycle.
- (g) **CoC Prioritizing.** This CoC will prioritize all new bonus monies and reallocated projects monies for the Chronically Homeless as defined in 24CFR Chapter V- 578.3 and prioritize the subgroups using HUD's yearly prioritized list. Any Permanent Supportive Housing beds not dedicated or prioritized for the chronically homeless will be prioritized following CPD-14-012 Notice section III -B regarding non- chronic homeless household that have a disability and high severity of becoming chronically homeless based upon an approved standardized severity assessment tool.

SECTION X MISCELLANEOUS PROVISIONS

Section 10.1 Fiscal Year. The fiscal year of the Coalition shall be the calendar

year. **Section 10.2 No Seal.** The Coalition shall have no seal.

Section 10.3 Notices. Whenever notice is required to be given to Directors or officers, unless otherwise provided by law, the Charter or these Bylaws, such notice may be given in person, teletype or other form of wireless communication, or by telephone, telegraph, facsimile, mail or private carrier. If such notice is given by mail, it shall be sent postage prepaid by first class United States mail or by registered or certified United States mail, return receipt requested, and addressed to the respective address that appears for each such person on the books of the Coalition. Written notice sent to Directors shall be deemed to have been given at the earliest of the following:

- (a) When received (including written notice given by facsimile):
- (b) Three (3) days after its deposit in the United States mail if sent first class, postage prepaid; or
- (c) On the date on the return receipt, if sent by registered or certified United States mail, return receipt requested, postage prepaid and the receipt is signed by or on behalf of the addressee.

Section 10.4 Waiver of Notice. Whenever any notice is required to be given under the provision of any statute, or of the Charter of these Bylaws, a waiver thereof in writing signed by the person entitled to such notice, whether before or after the date stated thereon, and delivered to the Secretary of the Coalition and included in the minutes or corporate records, shall be deemed equivalent thereto.

Section 10.5 Negotiable Instruments. All checks, drafts, notes or other obligations of the Coalition in such bank(s) or financial institution(s) as the Board shall designate from time to time and shall be drawn out by check signed by the officer(s) or person(s) designated by resolution adopted by the Board.

Section 10.6 Deposits. The monies of the Coalition may be deposited in the name of the Coalition in such bank(s) or financial institution(s) as the Board shall designate from time to time and shall be drawn out by check signed by the officer(s) or person(s) designated by resolution adopted by the Board.

SECTION XI
AMENDMENT OF BYLAWS

The Board will adopt, and may subsequently amend or repeal these Bylaws at any annual or special meeting where a quorum is present, provided that the notice of such meeting shall state that the purpose, or one (1) of the purposes, of the meeting is to amend the Bylaws and shall also contain a description of the amendment to be considered. An amendment to these Bylaws must be approved by the Directors by an affirmative vote of two-thirds (2/3) of the sitting Directors. These Bylaws may also be amended by the Directors without a meeting in the same manner as provided therefore herein, except that such action to amend must be affirmed by two-thirds (2/3) of the Directors.

These Bylaws were approved as amended by a vote of the Directors of the Coalition on the 27th day of October, 2015.

FY2016 - Performance Measurement Module (Sys PM)

Summary Report for TN-502 - Knoxville/Knox County CoC

For each measure enter results in each table from the System Performance Measures report generated out of your CoCs HMIS System. There are seven performance measures. Each measure may have one or more “metrics” used to measure the system performance. Click through each tab above to enter FY2016 data for each measure and associated metrics.

RESUBMITTING FY2015 DATA: If you provided revised FY 2015 data, the original FY2015 submissions will be displayed for reference on each of the following screens, but will not be retained for analysis or review by HUD.

ERRORS AND WARNINGS: If data are uploaded that creates selected fatal errors, the HDX will prevent the CoC from submitting the System Performance Measures report. The CoC will need to review and correct the original HMIS data and generate a new HMIS report for submission.

Some validation checks will result in warnings that require explanation, but will not prevent submission. Users should enter a note of explanation for each validation warning received. To enter a note of explanation, move the cursor over the data entry field and click on the note box. Enter a note of explanation and “save” before closing.

Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.

Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

FY2016 - Performance Measurement Module (Sys PM)

	Universe (Persons)			Average LOT Homeless (bed nights)				Median LOT Homeless (bed nights)			
	Submitted FY2015	Revised FY2015	Current FY	Submitted FY2015	Revised FY2015	Current FY	Difference	Submitted FY2015	Revised FY2015	Current FY	Difference
1.1 Persons in ES and SH	3559	3430	2740	354	44	46	2	23	16	21	5
1.2 Persons in ES, SH, and TH	3927	3709	3030	355	69	72	3	35	24	29	5

b.

This measure includes data from each client's "Length of Time on Street, in an Emergency Shelter, or Safe Haven" (Data Standards element 3.17) response and prepends this answer to the client's entry date effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

NOTE: Due to the data collection period for this year's submission, the calculations for this metric are based on the data element 3.17 that was active in HMIS from 10/1/2015 to 9/30/2016. This measure and the calculation in the SPM specifications will be updated to reflect data element 3.917 in time for next year's submission.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH	-	2742	-	65		-	24	
1.2 Persons in ES, SH, and TH	-	3047	-	106		-	33	

FY2016 - Performance Measurement Module (Sys PM)

Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)		Returns to Homelessness in Less than 6 Months			Returns to Homelessness from 6 to 12 Months			Returns to Homelessness from 13 to 24 Months			Number of Returns in 2 Years	
	Revised FY2015	# of Returns	Revised FY2015	# of Returns	% of Returns	Revised FY2015	# of Returns	% of Returns	Revised FY2015	# of Returns	% of Returns	# of Returns	% of Returns
Exit was from SO	127	87	10	3	3%	3	2	2%	5	7	8%	12	14%
Exit was from ES	250	365	35	70	19%	6	19	5%	16	25	7%	114	31%
Exit was from TH	136	208	15	35	17%	4	18	9%	1	17	8%	70	34%
Exit was from SH	0	0	0	0		0	0		0	0		0	
Exit was from PH	42	217	3	6	3%	1	12	6%	0	19	9%	37	17%
TOTAL Returns to Homelessness	555	877	63	114	13%	14	51	6%	22	68	8%	233	27%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

FY2016 - Performance Measurement Module (Sys PM)

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	2015 PIT Count	Most Recent PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	783	748	-35
Emergency Shelter Total	411	399	-12
Safe Haven Total	0	0	0
Transitional Housing Total	276	268	-8
Total Sheltered Count	687	667	-20
Unsheltered Count	96	81	-15

Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Unduplicated Total sheltered homeless persons	4094	3840	3479	-361
Emergency Shelter Total	3684	3525	3140	-385
Safe Haven Total	0	0	0	0
Transitional Housing Total	734	604	611	7

FY2016 - Performance Measurement Module (Sys PM)

Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Number of adults (system stayers)	116	150	136	-14
Number of adults with increased earned income	0	0	4	4
Percentage of adults who increased earned income	0%	0%	3%	3%

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Number of adults (system stayers)	116	150	136	-14
Number of adults with increased non-employment cash income	8	28	22	-6
Percentage of adults who increased non-employment cash income	7%	19%	16%	-3%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Number of adults (system stayers)	116	150	136	-14
Number of adults with increased total income	8	27	26	-1
Percentage of adults who increased total income	7%	18%	19%	1%

FY2016 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Number of adults who exited (system leavers)	322	320	327	7
Number of adults who exited with increased earned income	70	68	42	-26
Percentage of adults who increased earned income	22%	21%	13%	-8%

Metric 4.5 – Change in non-employment cash income for adult system leavers

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Number of adults who exited (system leavers)	322	320	327	7
Number of adults who exited with increased non-employment cash income	40	40	47	7
Percentage of adults who increased non-employment cash income	12%	13%	14%	1%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY2015	Revised FY2015	Current FY	Difference
Universe: Number of adults who exited (system leavers)	322	320	327	7
Number of adults who exited with increased total income	98	98	80	-18
Percentage of adults who increased total income	30%	31%	24%	-7%

FY2016 - Performance Measurement Module (Sys PM)

Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2015	Revised FY2015	Current FY	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	3717	3642	3268	-374
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	1302	1271	1271	0
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	2415	2371	1997	-374

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2015	Revised FY2015	Current FY	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	4330	4203	3914	-289
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	1432	1368	1394	26
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	2898	2835	2520	-315

FY2016 - Performance Measurement Module (Sys PM)

Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in the FY2016 Resubmission reporting period.

Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

Metric 7a.1 – Change in exits to permanent housing destinations

	Submitted FY 2015	Revised FY2015	Current FY	Difference
Universe: Persons who exit Street Outreach	131	138	132	-6
Of persons above, those who exited to temporary & some institutional destinations	24	18	2	-16
Of the persons above, those who exited to permanent housing destinations	62	70	105	35
% Successful exits	66%	64%	81%	17%

Metric 7b.1 – Change in exits to permanent housing destinations

FY2016 - Performance Measurement Module (Sys PM)

	Submitted FY 2015	Revised FY2015	Current FY	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited	1458	1447	1533	86
Of the persons above, those who exited to permanent housing destinations	961	967	1109	142
% Successful exits	66%	67%	72%	5%

Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2015	Revised FY2015	Current FY	Difference
Universe: Persons in all PH projects except PH-RRH	480	299	373	74
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	417	259	327	68
% Successful exits/retention	87%	87%	88%	1%

FY2016 - SysPM Data Quality

TN-502 - Knoxville/Knox County CoC

This is a new tab for FY 2016 submissions only. Submission must be performed manually (data cannot be uploaded). Data coverage and quality will allow HUD to better interpret your Sys PM submissions.

Your bed coverage data has been imported from the HIC module. The remainder of the data quality points should be pulled from data quality reports made available by your vendor according to the specifications provided in the HMIS Standard Reporting Terminology Glossary. You may need to run multiple reports into order to get data for each combination of year and project type.

You may enter a note about any field if you wish to provide an explanation about your data quality results. This is not required.

FY2016 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016
1. Number of non-DV Beds on HIC	438	445	443	438	534	320	300	317	448	586	374	439		85	219	100				
2. Number of HMIS Beds	438	436	439	434	313	246	226	243	336	439	246	274		83	218	97				
3. HMIS Participation Rate from HIC (%)	100.00	97.98	99.10	99.09	58.61	76.88	75.33	76.66	75.00	74.91	65.78	62.41		97.65	99.54	97.00				
4. Unduplicated Persons Served (HMIS)	797	773	914	776	359	557	604	611	389	481	498	586	0	426	885	843	105	163	123	166
5. Total Leavers (HMIS)	603	698	618	721	210	369	424	422	133	152	118	127	0	122	562	471	7	99	37	47
6. Destination of Don't Know, Refused, or Missing (HMIS)	343	47	155	22	21	58	84	42	11	6	7	9	0	2	17	11	0	19	2	4
7. Destination Error Rate (%)	56.88	6.73	25.08	3.05	10.00	15.72	19.81	9.95	8.27	3.95	5.93	7.09		1.64	3.02	2.34	0.00	19.19	5.41	8.51

Michael Dunthorn

From: Michael Dunthorn
Sent: Thursday, September 07, 2017 2:41 PM
To: 'Angela Petty (angela.petty@knoxcac.org)'; 'Barbara Disney'; 'Bruce Spangler'; 'Chris Cowart'; 'Chris Smith'; 'Donna Wright (DonnaG_Wright@uss.salvationarmy.org)'; 'Higginbotham, Lisa'; 'Jana Morgan'; 'Jered Croom (positivelylivingknox@gmail.com)'; 'Lisa Hutton'; 'Lynn, Tammy R'; 'Mary Beth Ramey'; 'Michael Waltke'; 'Misty Goodwin'; 'Steve Jenkins (positivelyliving.steve@gmail.com)'
Cc: Gabrielle Cline (gcline@vmcinc.org); Tammy Lynn (lynntr@ridgevw.com); 'Brent Mathis'; Cagle, Janet G; Carolyn Hansen; Nelda Hill; Taylor-Allen, Deborah
Subject: 2017 CoC Ranking results

The Knoxville-Knox County CoC Ranking Panel met yesterday morning to review and rank-order the CoC agency applications for inclusion in our Collaborative Application that we will submit to HUD. Jan, Brent, Nelda, Debbie and Carolyn were an excellent team. They reviewed the materials before them carefully, asked a lot of good questions, and gave careful and thoughtful consideration to ranking the applications. I appreciate their willingness to take on this responsibility.

First, as stated previously, all applications submitted in our CoC were accepted for ranking and inclusion in our CoC package. There were no applications rejected.

As you know, HUD is using a two-tier process for funding of CoC applications. They will go through all CoCs' Tier 1 first, from highest scoring CoC to the lowest, then start again down the list to fund applications in Tier 2. If an agency application straddles the funding break between Tier 1 and 2, HUD will fund the Tier 1 portion, even if the Tier 2 portion is not funded. (If the Tier 2 portion is also funded, the whole thing will simply continue to be funded as a single grant for the entire requested amount.) While there are no guarantees, in the past we have managed to keep even our Tier 2 renewals funded.

The ranking of our CoC's agency applications will be as follows:

Tier 1:

1. UT - KnoxHMIS
2. SEHF – Flenniken Landing
3. VMC - Minvilla Manor
4. CAC - Succeed
5. CAC - Families in Need
6. Helen Ross McNabb Center – Supportive Housing
7. CAC – Elizabeth's Homes
8. Positively Living - Parkridge Harbor
9. The Salvation Army – Operation Bootstraps TH:RRH (New program with funding reallocated from Bootstrap standard TH program)
10. CAC – REACH (Straddles Tier 1 and Tier 2; \$89,086 anticipated in Tier 1)

Tier 2:

10. CAC – REACH (Straddles Tier 1 and Tier 2; \$15,494 anticipated in Tier 2)
11. The Salvation Army – Operation Bootstraps Transitional Housing
12. Bonus Project – CAC HEART (RRH for seniors)

Tammy Lynn and Lisa Higginbotham once again did a considerable amount of work preparing materials for applicants and the ranking panel, and I thank them for their continued dedication to support our efforts with the CoC process.

Of course, thank you to each of you for your hard work in carrying out these programs and in pushing through this process every year to keep the funding coming.

Mike Dunthorn
CoC Application Committee chair