

2020 Activities Impacting Homelessness

February

- CEDD staff acknowledged issues surrounding the Coordinated Entry role (as it was housed within Pillars) and recognized the necessity to bring this role under the City umbrella;
- CEDD staff received approval from other funded partners to take Coordinated Entry in-house;
- CEDD staff received approval to take over the CE-SSO grant that supports the Coordinated Entry role in the Fox Cities;
- The Coordinated Entry job description was created
- CEDD staff and APD initiated collaboration meetings (to occur once a month) to discuss issues, concerns, and progress being made surrounding the area's homeless population;
- CEDD staff actively became involved in the Washington Square meetings;
- CEDD staff initiated the implementation of a Motel Voucher Program in partnership with APD;

March

- Wisconsin Balance of State Continuum of Care Director presented to City staff on the successes, struggles, gaps, and trends in the Fox Cities
- CEDD staff submitted an application- in partnership with the Boys & Girls Club of Appleton- for a Youth Development Grant, that would specifically target activities for youth (up to 24) experiencing homelessness;

April

- City Council approved the creation of the Coordinated Entry position under the CEDD umbrella;
- Staff temporarily hired an individual to fill this role until a full-time employee was hired;
- Wisconsin Balance of State Continuum of Care transferred the CE-SSO grant (previously awarded to Pillars) to the City of Appleton, with a remaining balance of \$28,000 to be spent by 06/30/2020;
- APD signed an MOU with CEDD staff to engage homeless individuals in the community, complete pre-screen forms, and communicate with the Coordinated Entry Specialist role;
- CEDD staff submitted an application- in collaboration with Pillars- for ESG-CV funding, that would specifically target activities related to street outreach, prevention, and diversion of homelessness due to COVID-19.
- City of Appleton received a Community Development Block Grant- CV1 grant (\$348,255) to be targeted toward community development activities due to COVID-19;

May

- Additional CDBG funds were allocated to LEAVEN, Pillars, and Salvation Army to bolster their prevention, diversion, and emergency assistance programs;
- City of Appleton was awarded \$325,000 in ESG-CV1 funding (but not officially awarded until HUD issues regulations which has not yet occurred)
- Full-time Coordinated Entry Specialist was hired- temporary outside staff agreed to continue assistance and training for new employee;
- CEDD staff initiated an MOU (ongoing) with a local hotel to administer the Motel Voucher Program;
- MOU with LEAVEN was implemented to provide funding for the Motel Voucher Program until 06/30/2020 (to be reimbursed through CDBG);
- CEDD staff, APD, and Pillars staff scheduled bi-weekly meetings to discuss changes to Street Outreach activities, Coordinated Entry workflow, and future needs;
- CEDD staff submitted an application- in collaboration with APD, Harbor House DV Shelter, Salvation Army Housing, Pillars, and ADVOCAP- for an Emergency Homeless & Housing grant, to be targeted toward housing, emergency shelter, prevention, street outreach;
- Formally awarded two Housing Assistance Payment grants- collaboratively with ADVOCAP and Pillars- for a total amount of \$36,770, beginning 7/1/2020;

June

- MOU with Boys & Girls Club established an MOU with CEDD staff to engage homeless individuals in the community, complete pre-screen forms, and communicate with the Coordinated Entry Specialist role;
- MOU with Appleton Area School District established an MOU with CEDD staff to engage homeless individuals in the community, complete pre-screen forms, and communicate with the Coordinated Entry Specialist role;
- CEDD staff joined Crisis Advisory Committee;
- CEDD staff met with APD to discuss Street Outreach alternatives;
- Motel Voucher formally provides services to first two households to bridge gap to permanent housing solution (both successful; successful is defined as moving on to a permanent housing solution, which can be subsidized by a rental assistance program);
- FTE Coordinated Entry Specialist completes all necessary licensing to operate local coordinated entry system;
- Coordinated process with Harbor House to utilize non-HMIS Prioritization List, as well as required documentation.
- Coordinated entry Specialist joined state-wide meetings;
- Formally awarded 2020 CE-SSO grant, intended for internal staff case management and outreach efforts, in the amount of \$32,177;
- Community Development Specialist engaged in weekly office hour meetings with the State of Wisconsin

July

- Coordinated Entry Policies & Procedures generated and adopted;
- Motel Voucher Program Procedures Manual generated and adopted;
- Coordinated bi-annual Point in Time Count for the Fox Cities, with COVID safety precautions;
- APD referral process to Coordinated Entry formalized;
- Established data quality and documentation protocol;
- Coordinated Entry Specialist purged Prioritization Lists after significant quality data clean-up;
- Motel Voucher formally provides services to one household to bridge gap to permanent housing solution (unsuccessful; unsuccessful is defined as leaving the motel voucher program without obtaining a permanent housing solution. Examples would include: entering an emergency shelter, moving back onto the streets, or dropping out of the program without known whereabouts);
- Temporary Coordinated Entry Specialist concluded role with City;
- Emergency Homeless & Housing grant- a collaboration with APD, Harbor House DV Shelter, Salvation Army Housing, Pillars, and ADVOCAP- was formally awarded in the amount of \$202,430, beginning 7/1/2020;
- Hosted brainstorming session with COC-funded agencies to ensure timely spend down of \$331,471 no later than 09/30/2020;
- Secured continued progression on Single Room Occupancy (SRO) project, originally funded to Pillars through 2019 CDBG

August

- Multi-departmental discussion with Pillars regarding continuous homeless concerns and issues in the community;
- Engaged ADVOCAP about expanding services to City jurisdiction, including affordable housing;
- Streamlined Coordinated Entry referral process with Boys & Girls Club and Appleton Area School District;
- Formalized Motel Voucher process with referring agencies;
- Motel Voucher formally provides services to two households to bridge gap to permanent housing solution (both successful);
- Formally awarded ESG-CV1 funding in the amount of \$325,000 from the State of Wisconsin- collaborative grant with Pillars;

September

- Offered Coordinated Entry training and support provided to HMIS-participating homeless agencies;
- Engaged SOAR Fox Cities on local Coordinated Entry process;
- Motel Voucher formally provides services to three households to bridge gap to permanent housing solution (two =successful; one = unsuccessful);

- Obtained Coordinated Service Agreement from Salvation Army Fox Cities, which increases support offered by the Coordinated Entry Specialist by granting access to their program data;
- Formally awarded CDBG-CV3 in the amount of \$343,268;
- Notified of available funding opportunity through State of WI CDBG-CV2, in the amount of \$154,000;
- Disbursed CDBG-CV1 Community Partner applications for eligible COVID-related projects, due no later than September 18;
- Disbursed 2021 CDBG Community Partner applications for eligible projects, due no later than September 30;

October

- Established an MOU with Clarion Inn Appleton to serve as primary hotel for Motel Voucher Program;
- Formally allocated and disbursed CDBG-CV1 Community Partner awards for eligible COVID-related projects;

Upcoming

- Continue discussions regarding Street Outreach/Case Management role under City of Appleton umbrella;
- Research housing navigation role;
- Continued Motel Voucher technical assistance provided to community agencies to educate and clarify the referral process and program guidelines;
- MOU's with: Appleton Library, Transit, ThedaCare, Outagamie County Mental Health; Outagamie County Jail;
- Continue using CDBG funding to acquire/rehab residential units and convert to affordable rental housing;
- Discuss acquiring alternative/overflow non-congregate shelter;
- Establish Coordinated Service Agreement with Pillars and ADVOCAP;
- 2021 CDBG Community Partner allocations
- Expand Street Outreach efforts to include Boys & Girls Club, who will serve households with youth up to the age of 25;