

AGREEMENT
(Housing Resources Commission)

THIS AGREEMENT, made by and between **JACKSON COUNTY, MISSOURI**, a Constitutional Home Rule Charter County of the First Class of the State of Missouri, acting by and through its **Housing Resources Commission**, hereinafter referred to as "the County" and a Missouri not-for-profit corporation, **HOMELESS SERVICES COALITION, 3200 WAYNE STREET, SUITE 202, KANSAS CITY, MO 64109**, hereinafter referred to as "Contractor".

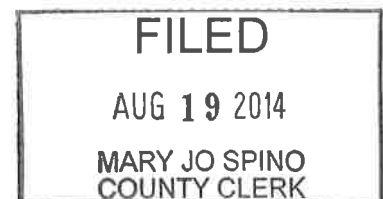
WHEREAS, on June 4, 1991, the voters of Jackson County authorized the County Legislature to impose a \$3.00 user fee on all instruments recorded with the County's Department of Records, the proceeds of which fee is to be used to provide funds for assistance to homeless persons; and,

WHEREAS, the County actually imposed said fee by Ordinance No. 1986, dated June 10, 1991; and,

WHEREAS, by Ordinance No. 2030, dated September 3, 1991, the Legislature created the Housing Resources Commission and designated said Commission as the agency of the County responsible for determining the allocation and distribution of the proceeds of the user fee; and,

WHEREAS, the Commission has reviewed Contractor's proposal for the expenditure of County user fee funds for the purpose of providing assistance to homeless persons in Jackson County; and,

WHEREAS, the Commission has determined that it is in the best interests of the County's citizens to provide funding to Contractor according to the terms and conditions



hereof;

NOW, THEREFORE, it is agreed by and between the parties as follows:

1. **SERVICES**. Contractor shall use the proceeds of this Agreement solely for the purpose of providing assistance to homeless persons in Jackson County, Missouri. Contractor agrees to use the funds as set out on the Housing Resources Commission Funding Request Form, attached hereto as Exhibit A. The budget Organization submitted as part of Exhibit A is considered final and non-changeable. If Organization encounters unforeseen circumstances that require a change to Organization's budget, Organization shall submit a written request to the Housing Resources Commission no later than October 31, 2014. Any changes to the budget must be approved by the Jackson County Legislature.

2. **TERMS OF PAYMENT**. The County shall pay to Contractor a total amount not to exceed \$10,000.00 for the purpose of providing assistance to homeless persons in Jackson County, Missouri. One quarter of this sum, or \$2,500, shall be paid to Contractor on a quarterly basis for the periods ending March 31, 2014, June 30, 2014, September 30, 2014, and December 31, 2014, upon receipt of Contractor's invoice and supporting documentation, provided that Contractor has submitted to the County the report(s) required under Paragraph 3 and Paragraph 5 hereof. Each quarter's payment will be issued after Contractor has submitted the required invoices and supporting documentation for reimbursement. The County reserves the right to audit all invoices and to reject any invoice for good cause. The County retains the right to deduct from an invoice of Organization any overpayment made by the County on a

prior invoice. The County retains the right to make invoice corrections/changes. The County will not reimburse sales tax expense.

3. **REPORTS/OTHER DOCUMENTATION.** Under this Agreement, Contractor shall submit appropriate reports, including copies of invoices and cancelled checks and/or a copy of the face of the check and corresponding bank statements and other documentation, as requested by the Housing Resources Commission staff to show that funds paid to Contractor by the County are being used for the purpose of providing assistance to homeless persons in Jackson County, Missouri. If the reports submitted do not satisfactorily demonstrate appropriate expenditures of County funds, payments are subject to downward adjustment to reflect the amounts actually spent on allowable services provided during the previous quarter. The final request for payment shall include a Quarterly Report and an Annual Report, which shall set out the program objectives and accomplishments, and a final reconciliation of funds. The Annual Report shall be submitted no later than January 31, 2015. Section 67.1071, R.S.Mo., specifically requires the Annual Report to include "statistics on the number of persons served by the agency, and shall include the results of an independent audit of expenditures of funds received by Contractor pursuant to this Agreement. Failure to submit said reports, including the Annual Report, shall result in the loss of future funding by the County.

Organization must notify the County in writing on Organization's letterhead, within five working days of the following changes:

- a. Organization name, address, telephone number, administration, or board of directors
- b. Organization funding that will affect the program under this contract
- c. Liability insurance coverage

- d. Management or staff responsible for providing services pursuant to this contract
- e. Any proposed or actual merger or acquisition either taken by the Organization or toward the Organization

4. **MAINTENANCE OF ACCOUNTS.** The parties recognize that this funding by the County serves to improve the quality and effectiveness of homelessness programs in Jackson County, Missouri. It is, therefore, declared as the express intent of the parties that the services to be rendered hereunder shall be in addition to those deemed necessary and required to maintain the efficient and effective operation of Contractor in its normal duties, and that none of the funds paid by the County pursuant to this Agreement shall serve to reduce any funds budgeted, or to be budgeted, by Contractor for operations as they exist at the time of this Agreement. Contractor shall not commingle the County's funds and shall keep funds received under this Agreement separate from all other Contractor funds and accounts until expended as herein provided.

5. **SUBMISSION OF DOCUMENTS.** No payment shall be made under this Agreement unless Contractor shall have submitted to the County's Director of Finance and Purchasing: (1) a written proposal setting out in detail the intended use of the County's funding, including the target population to be served; (2) Contractor's IRS Form 990 from the previous fiscal or calendar year; (3) a statement of Contractor's total budget for its most recent fiscal year; and (4) a detailed explanation of actual expenditures of the County's funds (pertains to final payments and payments on contracts for future years). If Contractor has previously received funding from the County, to be eligible for future payments, Contractor must submit either an audited financial statement for Contractor's most-recent fiscal or calendar year by March 31 of the following year, or a certified public

accountant's program audit of the County's funds by January 31 of the following year. Any documents described herein which were submitted to the Director of Finance and Purchasing as a part of an application for funding need not be resubmitted to qualify for payment. No payment shall be made if Contractor is out of compliance on any other County contract, or has not paid county taxes on all properties owned by Contractor and assessed by the County.

6. **EQUAL OPPORTUNITY**. Organization shall maintain policies of employment as follows:

A. Organization and Organization's subcontractor(s) shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, or national origin. Organization shall take affirmative action as set forth to ensure that applicants are employed and employees are treated without regard to their race, religion, color, sex, age, disability, or national origin. Such action shall include, but not be limited, to the following: recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Organization agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the policies of non-discrimination.

B. Organization and Organization's subcontractor(s) shall, in all solicitation or advertisements for employees placed by them or on their behalf, state that all qualified applicants will receive consideration for

employment without regard to race, religion, color, sex, age, disability, or national origin.

7. **EMPLOYMENT OF UNAUTHORIZED ALIENS PROHIBITED.** Pursuant to §285.530.1, RSMo, Contractor assures that it does not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri and/or Jackson County, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, Contractor shall sign an affidavit, attached hereto and incorporated herein as Exhibit B, affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

8. **AUDIT.** The parties agree that the County may, for any reason and at any given time, examine and audit the books and records of Contractor pertaining to its finances and operations. Further, Contractor agrees to establish and adopt such accounting standards and forms as recommended by the County prior to receipt of the County's first distribution of funds under the terms of this Agreement. The forms used to document expenditure of these funds may be changed from time to time by the County.

9. **DEFAULT.** If Contractor shall default in the performance or observation of any covenant, term or condition herein contained to be performed by Contractor, the County shall give Contractor ten days written notice, setting forth the default. If said default shall continue and not be corrected by Contractor within ten days after receipt of notice from the County, the County may, at its election, terminate this Agreement and withhold any payments not yet made to Contractor. Said election shall not, in any way, limit the

County's rights to sue for breach of this Agreement.

10. **APPROPRIATION OF FUNDS**. Contractor and the County recognize that the County intends to satisfy its financial obligation to Contractor hereunder out of funds annually appropriated for that purpose by the County. County promises and covenants to make its best efforts to appropriate funds in accordance with this Agreement. In the event no funds or insufficient funds are appropriated and budgeted, or are otherwise unavailable by any means whatsoever for payment due hereunder, County shall immediately notify Contractor of this occurrence and this Agreement shall terminate on the last day for which appropriations were received, without penalty or expense to the County of any kind whatsoever, except as to the portions of the payment amounts herein agreed upon for which funds shall have been appropriated and budgeted or are otherwise available, or at any time after the last date that County has paid for the Services, if earlier.

County further agrees:

- a. That any funds authorized or appropriated for services rendered under this Agreement shall be applied to the payments hereunder until all such funds are exhausted.
- b. That County will use its best efforts to obtain authorization and appropriation of such funds including, without limitation, the inclusion in its annual budget, a request for adequate funds to meet its obligation under this Agreement in full.

11. **CONFLICT OF INTEREST**. Contractor warrants that no officer or employee of the County, whether elected or appointed, shall, in any manner whatsoever, be interested in or receive any benefit from the profits or emoluments of this Agreement.

12. **SEVERABILITY.** If any covenant or other provision of this Agreement is invalid, or incapable of being enforced by reason of any rule of law or public policy, all other conditions and provisions of this Agreement shall, nevertheless, remain in full force and effect; and no covenant or provision shall be deemed dependent upon any other covenant or provision unless so expressed herein.

13. **INDEMNIFICATION.** Contractor shall indemnify, defend and hold the County harmless from any and all claims, liabilities, damages, and costs (including reasonable attorney's fees directly related thereto) including but not limited to violation of civil rights and/or bodily injury to or death of any person and for damage to or destruction of property if and to the extent caused by the negligence, willful misconduct or omissions of Contractor during the performance of this Agreement.

14. **INSURANCE.** Organization shall maintain the following insurance coverage during the term of this Agreement.

A. Organization shall maintain Commercial General Bodily Injury and Property Damage Liability insurance, each in a combined single limit of One Million Dollars (\$1,000,000) each occurrence for bodily injury and property damage liability.

B. Organization shall maintain, if any motor vehicles are used in the performance of the Services, Commercial General Bodily Injury and Property Damage Liability insurance, and Automobile Liability insurance including owned, non-owned, or hired vehicles, each in a combined single limit of One Million Dollars (\$1,000,000) each occurrence for bodily injury and property damage liability.

C. Organization agrees to provide the County with certificates of insurance evidencing the above described coverage prior to the start of Services, and annually thereafter, if required by the County. Such certificates shall provide that the applicable insurance policies have been endorsed to provide a minimum of thirty days advance notice to the County in the event of cancellation, non-renewal, or reduction in limits by endorsement.

15. **TERM**. The term of this Agreement shall commence January 1, 2014, and shall continue until December 31, 2014, unless sooner terminated pursuant to paragraph 9, 16, or 20 hereof. If this Agreement is terminated by either party, the County shall pay only for those services actually performed by Organization as verified by the County's audit.

16. **TERMINATION**. This Agreement may be terminated for any reason or no reason by either of the parties upon thirty (30) days' written notice to the other party's designated fiscal representative. All services and payments shall continue through the effective date of termination. Termination of this Agreement shall not constitute a waiver of the rights or obligations which the County or Organization may be entitled to receive as provided in this Agreement, or be obligated to perform under this Agreement for services prior to the date of termination. Should this Agreement terminate, all County written materials of any kind must be delivered and returned by Organization to the County within ten (10) days of the termination of this Agreement.

17. **STANDARD OF CARE**. Organization shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and

exercised by professionals operating under similar circumstances.

18. **FINANCIAL CONTACT.** Organization shall designate a fiscal representative to act as a liaison between the parties to resolve any problems, complaints, or special circumstances encountered in the billing of the services agreed upon here.

Fiscal Representative
Q. Troy Thomas
415 E. 12th Street, Suite 100
Kansas City, MO 64106

Homeless Services Coalition
Vickie L. Riddle
3200 Wayne Street Suite 202
Kansas City, MO 64109
(816) 924-7997

19. **COMPLIANCE.** The performance of this Agreement shall be subject to review by the County. The County Compliance Review Officer shall review this contract according to his responsibilities as set out in Chapter 6 of the Jackson County Code. Organization shall file quarterly compliance reports as required by the County Compliance Review Office. The County warrants that all books, records, accounts, and any other documents in the possession of the County relating to this Agreement are public records open for inspection in accordance with Chapter 610, RSMo.

20. **REMEDIES FOR BREACH.** Contractor agrees to faithfully observe and perform all of the terms, provisions, and requirements of this Agreement, and Contractor's failure to do so constitutes a breach of this Agreement. In such event, Contractor consents and agrees as follows:

- A. The County may, without prior notice to Contractor, immediately terminate this Agreement; and
- B. The County shall be entitled to collect from Contractor all payments made by the County to Contractor for which Contractor has not yet rendered services in accordance with this Agreement, and to collect

the County's reasonable attorney's fees, court costs and service fees if it is necessary to bring action to recover such payments.

21. **TRANSFER AND ASSIGNMENT.** Organization shall not assign or transfer any portion or the whole of this Agreement without the prior written consent of the County.

22. **ORGANIZATION IDENTITY.** If Organization is merged or purchased by another entity, the County reserves the right to terminate this Agreement. Organization shall immediately notify the county in the event it is merged or purchases by any other entity.

23. **CONFIDENTIALITY.** Contractor's records concerning the identities of those participating in its programs shall be strictly confidential; the County shall be entitled to examine said records in performing its audit and review functions, but shall not disclose said identities to any third party in any fashion.

24. **INFORMATIONAL REPORTING.** A representative of Contractor shall attend meetings of the County Legislature and the Housing Resources Commission when so requested by either of the above-referenced entities. The representative shall be prepared to answer any questions concerning payments made pursuant to this Agreement.

25. **SURPLUS FUNDS.** Any surplus funds not spent at the end of this Agreement term shall be returned to the County by the fifteenth of the month following the termination of this Agreement. These funds shall not be subject to reappropriation. The term "surplus funds" refers only to those funds that have not been committed for costs or purposes by purchase order, contract, or other formal documentation within the

Agreement term.

26. **PERFORMANCE REVIEW.** The performance of this Agreement shall be subject to review by the County or its designated agent. The County's Housing Resources Commission Director shall review the performance of this Agreement according to his/her responsibilities. Contractor agrees to file all required forms with the Housing Resources Commission Director. The Housing Resources Commission may provide to Contractor a list identifying specific areas funded by the proceeds of this Agreement to be reviewed or audited. The Housing Resources Commission and Contractor shall agree on the definition and scope of a review audit of each specific area identified. Contractor shall conduct internal review of each specific area identified and shall provide its findings to the Commission. The parties recognize that all books, records, accounts, and any other documents in the possession of the County relative to the funding of this Agreement, are public records and open for inspection and photocopying in accordance with Chapter 610, R.S.Mo.

27. **DISCONTINUANCE OF PROGRAM.** In the event Contractor should elect to discontinue this program, or file for bankruptcy, or participate in a reorganization, or go out of existence, or should a court of competent jurisdiction render a final decision in any way invalidating this Agreement or its purposes, Contractor shall remit any proceeds of this Agreement as are unexpended to the County.

28. **COMPLIANCE WITH RFP.** At all times in connection with the performance of its services hereunder, Contractor agrees to comply with and abide by the General Conditions, Specifications, and Guidelines contained in the County's RFP No. 49-13. Failure to comply with the terms of the RFP shall be a breach, remediable under

Paragraph 20 hereof. In the event of a conflict between any provision of this Agreement and a provision of the County's RFP No. 49-13, the provision of this Agreement shall govern.

29. **INCORPORATION.** This Agreement incorporates the entire understanding and agreement of the parties.

IN WITNESS WHEREOF, the County and Contractor have executed this Agreement this 19 day of August, 2014.

APPROVED AS TO FORM:


W. Stephen Nixon
County Counselor

JACKSON COUNTY, MISSOURI


By 
Michael D. Sanders
County Executive

ATTEST:

OF GREATER KC


Mary Jo Spino
Clerk of the Legislature

HOMELESS SERVICES COALITION

By 
Title Exec. Dir
Federal Tax I.D. 43-1844751

REVENUE CERTIFICATE

I hereby certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this Agreement is chargeable, and a cash balance otherwise unencumbered in the treasury from which payment is to be made, each sufficient to meet the obligation of \$10,000.00, which is hereby authorized.

August 13, 2014
Date


Director of Finance and Purchasing
Account No. 043-7001-56789

DC 70012014018



HOUSING RESOURCES COMMISSION FUNDING REQUEST FORM

2014 BUDGET

EXHIBIT A

415 E 12th Street, 2nd Floor
Kansas City, MO 64106

Email: hrc@jacksongov.org

Section A: Organization or Agency Information page 1
Section B: Agency's 2013 and 2014 Revenue Information page 2
Section C: Individual Program Budget page 3
Section D: Program Information pages 4 -10

Section A: Organization or Agency Information

Name: Homeless Services Coalition of Greater Kansas City

3200 Wayne Ave Kansas City MO 64109

Phone No: 816-924-7997 Fax: 816-924-7994

Website Address: www.hscqkc.org

Federal Tax ID No: EIN 43-1844751 Fiscal Year Cycle: June 1-May 31st

Executive Director: Ms. Vickie L. Riddle, ACSW

Name and Title of Principal Contact Person: Ms. Vickie L. Riddle, ACSW

Phone No: 816-924-7997 Email Address: vriddle@hscqkc.org

Major Program Activity (ies) - Check Only Those Activities For Which You Are Requesting Funding:

Personal Services (Case Manager) []

Bednights [] Emergency Shelter [] Transitional Living []

Mortgage/Rent Assistance [] Utilities [] Other - Food/Clothing, ETC [x]

*must be approved by board

Submittal of this request has been authorized by: Mr. John Hornbeek, Bd. Chair

Date: 5-Sep-13

Section B: Agency's 2013 and 2014 Revenue Information

Agency's 2014 Projected Revenue Information

Funding Entity	Agency's 2014 Total Projected Revenue Source You Will Request 2014 Funding From	Projected Amount	% of Total Revenue
Federal			0
State		\$ -	0
Jackson County	Support for homeless services administration in Jackson County	\$ 32,500	17
Other Counties		\$ -	0
City	We will ask that our federal CDBG grant be replaced by the city	\$ 125,000	66
Charity/Donations	Unsolicited donations from individuals	\$ 1,500	1
Fundraisers	Once yearly event to support our administrative costs	\$ 11,500	6
Other	3-4 small grants from foundations	\$ 20,000	10
2014 Total Projected Revenue		\$ 190,500	

Agency's 2013 Revenue Information

Funding Entity	Agency's 2013 Total Revenue Source You Received Funding From	Amount	% of Total Revenue
Federal	Federal CDBG grant, City pass through	\$ 125,000	79
State		\$ -	0
Jackson County		\$ -	0
Other Counties		\$ -	0
City		\$ -	0
Charity/Donations	Unsolicited donations from individuals	\$ 1,500	1
Fundraisers	Once yearly event to support our administrative costs	\$ 12,500	8
Other (please list)	3-4 small grants from foundations	\$ 20,000	13
2013 Total Revenue		\$ 159,000	

**If your agency received funding from Jackson County in 2013,
please identify the funding source, dollar amount and program name below.**

Jackson County Funding Source	Yes	No	Amount	Program Name
COMBAT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Mental Health Levy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Board of Services for Developmentally Disabled	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Domestic Violence Board	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Housing Resources Commission	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Outside Agency Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
2013 Total Jackson County Funding			\$ -	

Section C: 2014 Program Budget

Complete a separate program budget for each program your agency is applying for funding.

Agency Name: Homeless Services Coalition of Greater Kansas City

Program Name: REVISED BUDGET 2014

Personal Services			
For each salary request below please attach a job description or duties.			
Position / Title	Annual Salary	% of Salary to be funded by Jackson Co.	Amount of Salary to be funded by Jackson County
Executive Director	72,500.00	10%	\$ 7,500
Program Specialist	40,000.00	6%	\$ 2,500
			\$ -
			\$ -
			\$ -
			\$ -
Total Salaries			\$ 10,000
Total Fringe Benefits			\$ -
Total Personal Services			\$ 10,000
Contractual Services			
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Contractual Services			\$ -
Supplies			
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Supplies			\$ -

Total Program Request \$ 10,000

Section D: 2014 Program Information

Agency Name: Homeless Services Coalition of Greater Kansas City

Program Name: Continuum of Care program administration

Agency History / Background

Briefly describe your agency's history and background.

The agency was formed in 1976 to provide networking opportunities, education on best practices and to seek funding to permit agencies to serve the homeless with direct services. The agency became a 501-c-3 non-profit in 1982 for the purpose of acting as the jurisdictional Continuum of Care (COC) for Kansas City/Independence/Blue Springs and all of Jackson County. As the federal Housing and Urban Development (HUD) COC for Jackson County the agency is the author of the yearly application to HUD for the funds agencies use to support their direct service programs for homeless and imminently homeless persons in Jackson County. The work encompasses a series of activities, reports, documentation requirements and governing responsibilities that must be completed for the COC to secure the funding provided directly to agencies on behalf of their services. During the agency's existence, it has increased federal funding from less than \$1M to \$12M in 2012. All of that money is spent in Jackson County on behalf of preventing homelessness, offering diversion for those on the verge of homelessness and ending homelessness among veterans, persons in chronic homelessness, families and youth. The agency provides required training on HUD related issues for the COC as well as Best Practices training for all members of the HSCGK, educational advocacy materials in support of issues relevant to their services to the homeless. On behalf of the membership serves on the Governor's Comm. to End homelessness, chairs the MO Association for Social Welfare Affordable Housing and Homelessness Task Force, the Comm. to Provide Housing to Homeless Persons who are Impaired, the newly formed ad hoc group of Homeless Health Care Providers, attends the Jackson Co. Housing Resource Commission meetings and serves on the MO Housing Development Commission's Emergency Solutions Grants Advisory Board

Section D: 2014 Program Information

Agency Name: Homeless Services Coalition of Greater Kansas City

Program Name: Continuum of Care program administration

Proposed Program

Detail functions to be performed by each program

The Homeless Services Coalition of Greater Kansas City (HSCGKC) is the jurisdictional Continuum of Care (CoC) for Kansas City/Independence/Jackson County. HUD recognizes a single entity as the functional provider for each Continuum of Care in the the state of MO. There are 8 MO COC's including; St. Joseph area, Columbia area, St. Louis City, St. Louis Co, St. Charles Co, Greene Co and Balance of State {101 counties throughout MO that are not a part of a location specific continuum}. The HSCGKC/COC performs all of the functions of securing the \$12.4M (2012) in HUD funds that support the work of agencies in Kansas City/Independence/Jackson County that provide direct services to homeless individuals and families. At this time we receive no funding from the cities in the county or the county itself. In the current cycle of HUD funding sequestration limited HUD's ability to fund COC's for their administrative work. In the next cycle we will apply for that funding but at this moment in time we need support from all of the jurisdictions in our COC to continue to function effectively in support of completing our HUD COC requirements. The monetary value of our program is serving as the jurisdictional vehicle to secure over \$12.4M in monies used by homeless serving agencies in Jackson Co, to provid direct consumer services.. The administrative value of our agency is in bringing together all of the agencies in the community to ensure an effective continuum of services, from emergency shelter through permanent, stable housing that prevents homeless recidivism. The educational value of our program is that it helps the public understand the systemic nature of homelessness and its impact on the lives of all who live in Jackson County.

Section D: 2014 Program Information

Agency Name: Homeless Services Coalition of Greater Kansas City
 Program Name: Continuum of Care program administration

Participants	
Identify the number of participants by County that each program serves.	
Jackson, MO	100% of the 60,000 clients served by the 75 agencies in HSCGKC.
Clay, Platte, Cass, MO	
Wyandotte, Johnson, KS	
Other Missouri	
Target Population	
Describe target population and demographics to be served by each program.	
<p>HSCGKC's primary target population is the nearly 2400 homeless persons in Jackson County, sheltered and unsheltered. The 39 COC funded programs (located in 30 separate agencies), coupled with the additional non-HUD funded programs and agencies (36), serve over 60,000 clients per year. This is an unduplicated count of persons who received services. The HUD program requires that services be prioritized among those who are homeless; their current order of priority populations are chronic consumers, veterans and their families, families and unattached youth and children. In addition to our primary target population, our agencies serve persons who are 2) precariously housed to prevent them moving into homelessness and (3) those who face imminent homelessness if they cannot receive help to avoid relocation.</p>	

Section D: 2014 Program Information

Agency Name: Homeless Services Coalition of Greater Kansas City

Program Name: Continuum of Care program administration

Service Delivery Area

Identify your specific geographic service delivery area for each program.

Jackson County MO

Fund Separation

Indicate what measures your agency will take to ensure that funds received from Jackson County will be utilized for the benefit of Jackson County residents.

All requested funds will be used to support the salaries of the 2 HSCGKC employees and their total responsibilities are to serve the agencies that are located in Jackson Co. The agency does not provide services outside of Jackson County. All funds will be listed as Jackson Co line items in our budget and clearly identified as support to staff employed to manage the work of the HSCGKC.

Section D: 2014 Program Information

Agency Name: Homeless Services Coalition of Greater Kansas City

Program Name: Continuum of Care program administration

Approach & Method

List the top three (3) objectives for each program.

1. Complete all of the work to obtain, monitor and document the HUD Notice of Funding Availability (NOFA) each year that brings \$12M to agencies wholly within Jackson Co. MO, for the Continuum of Care (CoC).

2. Provide education to the agencies in Jackson Co. on best practices in serving homeless persons/families in their programs. We hold monthly meetings for the HSCGKC/CoC agency members.

3. Manage the inter-face between the HSCGKC/CoC agencies and the Mid-America Assistance Coalition (MAAC), the Homeless Management Information System (HMIS) of the KC/Jackson Co CoC.

Detail specific methods you will use to achieve these objectives.

Obj 1) This includes writing the CoC NOFA each fall and conducting training for the agencies to submit their portion of the application. Other responsibilities include conducting 2 Point-in-Time (PIT) Counts each year, completing the HUD required Homeless Inventory Chart (HIC), Annual Homeless Assessment Report (AHAR), the Annual Performance Report (APR) with CoC and non-CoC agencies, the Grants Inventory Worksheet (GIW), and providing HEARTH regulation interpretations as they are promulgated by HUD throughout 2012-2013. **Obj 2)** At these 12 monthly meetings we provide education and training on a wide array of direct services, public impact work, advocacy education, the HUD required workshops on the NOFA/CoC applications, the 2 PIT Count trainings including developing the surveys and censuses required to complete the PIT Counts and conduct quarterly workshops on HEARTH as the regulations are released throughout 2013-2014, as well as offering 12 monthly meetings to support the effective continuation of the HUD process. **Obj 3)** HSCGKC has developed a monitoring format that keeps agencies and MAAC in constant communication to improve their outcomes on behalf of our CoC HUD submissions throughout the contract year. As the HMIS provider, MAAC accepts/inputs agency information and then provides it back to agencies in the forms of reports needed to complete the information noted in 1 above.

Section D: 2014 Program Information

Agency Name: Homeless Services Coalition of Greater Kansas City

Program Name: Continuum of Care program administration

Mental Health

How does your agency deal with mental health due to homelessness?

8 of our members are specifically dedicated to serving homeless persons with mental health and often co-occurring substance abuse issues. In addition to providing direct services to homeless persons with mental health barriers, these agencies act as a referral resource to the other HSCGKC members as well as to the whole community. Others of our agencies have specific clinic services that involve mental health assessments and substance abuse screenings and work with specific community partners to help their clients address these barriers.

What programs does your agency have in place or utilize to address mental health issues for the homeless population?

The following agencies are members of HSCGKC and provide mental health services to consumers: Truman Medical Center Assertive Outreach Services, Swope Health Center, Truman Behavioral Health, Safe Haven, Benilde Hall, Comprehensive Mental Health Services, 100K Homes Campaign and Synergy Services. In addition to these program services the HSCGKC participates in 2 community coalitions, the Chronic Inebriate Housing task force and the Health Care for Homeless persons ad hoc group. The ad hoc group is engaged with the Sojourners Medical Care program that is staffed by medical students at the UMKC Medical School, under the supervision of physicians with TMC.

WORK AUTHORIZATION AFFIDAVIT

As a condition for any service provided to the County, a business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit.

Every such business entity shall complete the following affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. The completed affidavit must be returned as a part of the contract documentation.

This affidavit affirms that **Homeless Services Coalition**, is enrolled in, and is currently participating in, E-verify or any other equivalent electronic verification of work authorization operated by the United States Department of Homeland Security under the Immigration Reform and Control Act of 1986 (IRCA); and, **Homeless Services Coalition**, does not knowingly employ any person who is an unauthorized alien in conjunction with the contracted services.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

Vickie L Riddle, acw
Authorized Representative's Signature
Exec Dir
Title

Vickie L Riddle, ACW
Printed Name
8/8/14
Date

Subscribed and sworn before me this 8th day of August, 2014. I am commissioned as a notary public within the County of Jackson, State of Missouri, and my commission expires on April 22, 2017.

C. Oates
Signature of Notary

8/8/14
Date